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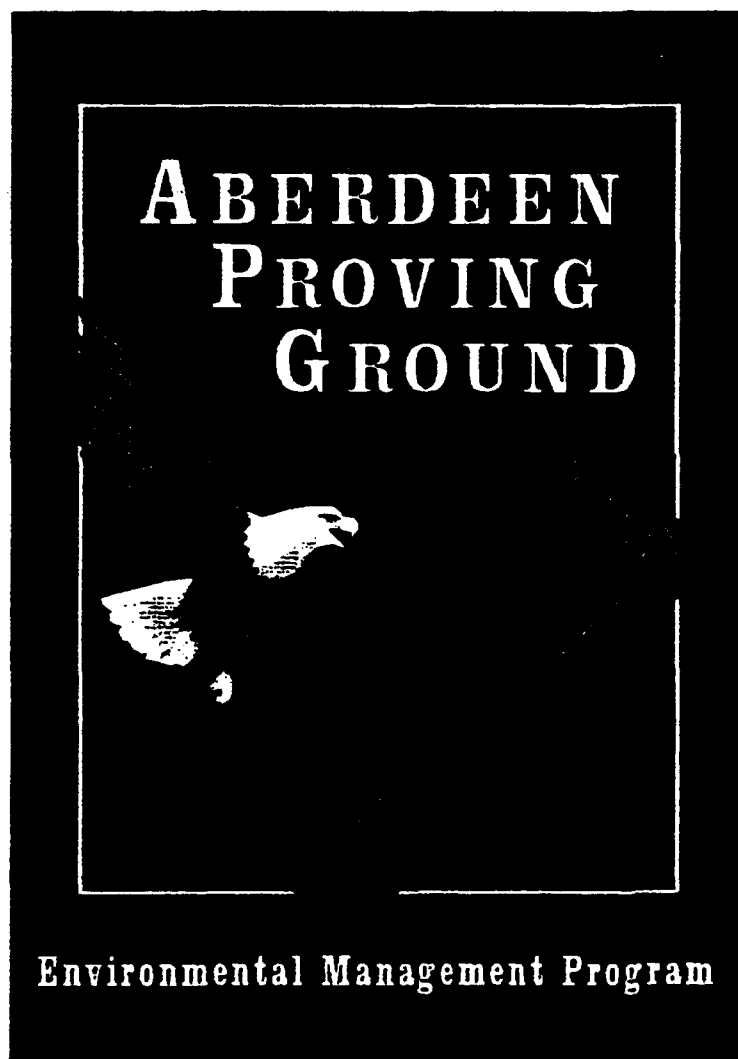
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Canal Creek Study Area

Aberdeen Proving Ground - Edgewood Area, Maryland

GROUNDWATER MONITORING PLAN - VOLUME II  
FINAL QUALITY ASSURANCE PROJECT PLAN



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October 1993

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**ERRATA  
DEVIATIONS FROM "TERA"**

JEG QAPP PAGE NUMBER	SECTION FROM "TERA"	RATIONALE
1-1	1.0 Introduction	Specific to project.
2-1	2.1 Sampling and Analysis Objective	Specific to project
2-2	2.3 Background	Specific to project
3-2	3.1 Responsibilities	Details JEG responsibilities to EMO and JEG organization.
3-3	3.1.3 Laboratory Activities	Lab has not yet been identified and there is no USAEC auditing function, data review will be conducted by JEG.
3-4		Two additional responsibilities added: .personnel training .data package review
4-4	4.2 Data Quality Objectives (Table 4-1)	Specific to project
4-9	Table 4-2	Detailed listing of levels of concern for groundwater.
5-1	5.1 Sample Labeling	Changed section head to Sample Numbering and Sample Labeling. Added Section 5.1.1 on sample numbering.
5-2	5.2 Containers	Variation due to use of certified clean sample containers.
5-5	Table 5-1	Added Fluoride and Radioactivity to Sample Bottle and Preservative list.
5-7	5.4.1 Quality Control Samples Collected in the Field.	Added weekly blank for organic-free deionized water and filter blank. Specific to Project.
5-9	5.5 Sample Custody	Greater detail added.  Cooler receipt form added. COC form will be added upon selection of lab and will be based on use of bar coding software.
5-12	5.6 Field Equipment Calibration	Substitute equipment has been specified based on EPA changes in SOPs and equipment preference based on experience. Soil gas field equipment calibration added.
6-1	Section 6	Variations due to differences in projects (this project is designed strictly for groundwater sampling).
6-1	6.1.1 Sample Container Cleaning	Expanded due to use of certified clean containers.
6-1	6.1.2 Shipping Containers and Custody Seals	Detail added.
6-5	Table 6.1 - 6.6	Table 6-1 through 6-6 format change reflects expansion of information included.
6-13	6.6.1.2 Organic Chemical Analysis	Reference changed to reflect updated CLP SOW. References to soil analyses removed.
6-16	6.6.1.3 Water Quality Analysis	Fluoride and Radiactivity analyses added. References to soil analyses removed.

**ERRATA (Continued)**  
**DEVIATIONS FROM "TERA"**

<b>JEG QAPP PAGE NUMBER</b>	<b>SECTION FROM "TERA"</b>	<b>RATIONALE</b>
N/A	6.6.5 Air Monitoring Analytical Methods	Deleted. Air monitoring will not be conducted.
6-23	6.8.4 Reporting	The client may request use of another database for data management before entry of results into IRDMIS.
6-24	Tables 6-7 thru 6-14	Reporting Limits tabulated for aqueous samples only.
8-2	8.2 Internal Laboratory Quality Control Samples	Paragraphs on homogenization blank and passive soil gas sampling have been removed as none is planned at the present time.
9-2	9.1.1 Field Equipment Calibration	Specific to Project
10-1	10.1 Sampling	Deleted reference to field parameter forms bound into permanent log books as parameters will be directly recorded into log books.  (Groundwater parameter measurements include pH, temperature, conductivity, dissolved oxygen, oxidation reduction potential, and turbidity. This change is reflected in the WES SOPs.)
12-2	Figure 12-1.	Added signature lines for responsible persons to Corrective Action Report Form.

\* All text which deviates from "TERA" QAPP is shaded to differentiate it. The "TERA" QAPP is an updated and AEHA approved version of the "O"-Field QAPP.

NOTE: Where applicable, sections of the TERA QAPP were used in this document. The TERA QAPP is an approved updated version of the "O"-Field QAPP.

**Canal Creek Area, APG-EA, Maryland**

*Groundwater Monitoring Plan, VOLUME II*

**QUALITY ASSURANCE PROJECT PLAN  
U.S. ARMY ABERDEEN PROVING GROUND, EDGEWOOD AREA  
CANAL CREEK AREA GROUNDWATER MONITORING PLAN**

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Accession For	
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DTIC TAB	<input type="checkbox"/>
Unannounced	<input type="checkbox"/>
Justification _____	
By _____	
Distribution / _____	
Availability Codes	
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<i>A-1</i>	



Jacobs Engineering Group Inc.  
Washington Operations

**FINAL QUALITY ASSURANCE PROJECT PLAN**

CCGMPQAP.FNL

**Canal Creek Area, APG-EA, Maryland**

Groundwater Monitoring Plan, VOLUME II

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## 1.0 INTRODUCTION

## Canal Creek Area, APG-EA, Maryland

*Groundwater Monitoring Plan, Volume II*

Environmental Management Operations (EMO)<sup>1</sup> has contracted Jacobs Engineering Group, Inc. (JEG) to develop and implement a Work Plan for the groundwater monitoring program at the Aberdeen Proving Ground (APG). This task will be performed under Master Agreement 071914-A-D7, Task Order 142133, Supplement Number 7.

The Quality Assurance Project Plan (QAPP) delineates the purpose, policies, Standard Operation Procedures (SOPs), and organization of the Quality Assurance (QA) Program which will be used to establish the integrity of APG project activities. The QAPP is divided into thirteen sections. Project description, organization, and responsibilities are delineated in Sections 2 and 3. Responsibilities for field and laboratory activities are provided as well as a list of key individuals. Section 4 defines the data quality objectives for APG. Sampling protocols are delineated in Sections 5 and 6, including sample custody, collection, management, laboratory preparation, analytical procedures, and data management. System controls are listed in Section 7 for laboratory data quality, and Section 8 for equipment calibration and maintenance. Sampling and laboratory recordkeeping are delineated in Section 9. Additional quality control measures are defined in Sections 10-12, and include internal and external auditing, corrective action, and quality control reports. Section 13 contains a bibliography of references which were used in the development of this document.

## 1.1 PURPOSE

Quality Assurance (QA) is defined as the overall system of activities for assuring the reliability of data produced from the sampling program. The QA Plan covers all environmental measurements, and includes the measurement of chemical parameters in the Canal Creek groundwater system. The system integrates the quality planning, assessment, and improvement efforts of various groups in the organization to provide the independent QA program necessary to establish and maintain an effective system for environmental analyses and related activities. The sampling program encompasses the generation of valid and complete data and its subsequent review, validation, and documentation.

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<sup>1</sup>EMO is operated for the U.S. Department of Energy by Battelle Memorial Institute.



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## **1.2 SCOPE**

The QAPP establishes function-specific responsibilities and authorities for data quality and defines procedures which will ensure that field and laboratory activities will result in the generation of quality data. Implementation of the QA program ensures the validity of data collected during field and laboratory operations, and establishes sound premises for decision making.

Inherent in the QA program is the implementation of Quality Control (QC) measures. These measures assure that quality-related events are monitored and that data gathered in support of the project are accurate, precise, representative of the sample matrix, and complete.



## **2.0 PROJECT SCOPE**

### ***Canal Creek Area, APG-EA, Maryland***

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The scope of this task is to conduct a groundwater monitoring program at the Canal Creek site, in the Edgewood Area, Aberdeen Proving Ground, Maryland.

## **2.1 SAMPLING AND ANALYSIS OBJECTIVES**

The initial sampling event will be conducted to supplement the existing groundwater data collected by previous researchers. The data will be used to assist in planning the scope of work for subsequent groundwater related work in the Canal Creek area. Specific sampling and analysis objectives are as follows:

- To locate and catalog the physical condition of monitoring wells which were installed in drilling programs conducted by the U.S. Army Toxic and Hazardous Materials Agency (USATHAMA) and the U.S. Geological Survey (USGS). Wells which are damaged at the wellhead will not be utilized for the groundwater sampling program unless suitable repairs are made. This information will provide a more accurate estimation of the number of samples to be collected, the time frame required to complete the task, and the amount of purge water for which disposal arrangements must be made.
- To determine the suitability of usable wells for yielding high-quality data by measuring the amount of siltation and estimating the well yield during the purging operation. These data will assist in determining which wells, if any, may not provide useful information during subsequent work and should be properly abandoned.
- To collect groundwater samples from all accessible groundwater wells. The sampling methodology will be in accordance with U.S. Environmental Protection Agency (EPA) guidance so that a standard method is used to obtain samples. The samples will be analyzed by approved laboratories using Contract Laboratory Program (CLP), EPA, and U.S. Army Environmental Center (USAEC, formerly USATHAMA) methods. CLP analytical data will be the equivalent of EPA Level IV data quality. EPA and USAEC analytical methods will provide data equivalent to EPA Level III data quality. These levels of data quality have been established for environmental work in the Canal Creek area by representatives of APG Directorate of Safety, Health, and Environment (APG-DSHE).



## ***Canal Creek Area, APG-EA, Maryland***

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### **2.2 SITE BACKGROUND**

A parcel of land south of Edgewood, Maryland was acquired by the U.S. Army in 1917. The site was initially designated as the Chemical Warfare School and was used for training WW I troops. Shortly after opening, the area was developed for chemical manufacturing and had become a testing center for military chemicals and chemical warfare munitions. The installation has been given several names throughout its history but it is now known as the Edgewood Area of Aberdeen Proving Ground, or APG-EA.

Canal Creek is the center of past chemical manufacturing activities at APG-EA. Military chemicals historically manufactured in the area include chemical agents, obscurant smokes, incendiaries, and riot control agents. Support activities which have been located in the Canal Creek area include munitions filling plants, protective clothing impregnation and laundering facilities, medical and chemical research laboratories, motor pools, a sewage treatment plant, an airfield, and open air testing facilities.

Chemical manufacturing plants have been located on the site since approximately 1918 and were used extensively to support war efforts through WW II. From the end of WW II to the present, chemical manufacturing was scaled down and many of the plants were either abandoned or converted to laboratory and pilot scale chemical manufacturing. Specific quantities of chemicals manufactured at the Canal Creek area are unknown. Reports suggest that production of many of the chemicals may have ranged as high as 100,000 to 300,000 pounds per year.

Portions of the Canal Creek area were also used for disposal of excess chemicals, decontamination byproducts, munitions, and other related wastes. Past waste disposal practices include landfilling in marshes and unlined pits, discharging liquid chemicals and wastes through sewer and septic systems into surface streams, and burning chemicals and wastes in open air pits or unsophisticated incinerators.



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## **2.3 FIELD OPERATIONS**

Field activities to be performed in conjunction with this project include the collection of groundwater samples for chemical analysis. Table 2-1 presents a summary of the laboratory chemical analysis efforts for groundwater samples.

### **2.3.1 Field Schedule**

Sampling activities include the collection of groundwater samples for chemical analysis. Field activities are expected to begin in \_\_\_\_\_ and continue until \_\_\_\_\_.



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**Table 2-1. Estimated Laboratory Chemical Analysis Efforts for Groundwater Samples**

Analysis		Method	Number of Samples	Number of QA Samples <sup>1</sup>		
				Duplicates	Rinse Blanks	Trip Blanks
Full Organic (Low or medium concentration)	Volatiles	CLP (OLM01.8): GC/MS	168	17	9	1/COOLER
	Semivolatiles	CLP (OLM01.8): GC/MS	168	17	9	
	Pesticides/Aroclors	CLP (OLM01.8): GC/ECD	168 <sup>1</sup>	17	9	
Full Inorganic (Low or medium concentration)	Total Metals	CLP (ILM02.0): ICAP, GFAA (As,Pb,Se), CVAA (Hg)	168	17	9	
	Dissolved Metals	CLP (ILM02.0): ICAP, GFAA (As,Pb,Se), CVAA (Hg)	168	17	9	
	Cyanide	CLP (ILM02.0): Colorimetry/Titration	168	17	9	
Agent Degradation Products		USAEC or EPA Methodology	168	17	9	
Explosives		USAEC Methodology	168	17	9	
Water Quality Parameters		SM or EPA Methodology	168	17	9	
Dioxins/Furans		CLP (DFLM01.0): 8280 (HRGC/LRMS)	34	4	2	
Radioactivity (Gross Alpha and Beta)		EPA Methodology	3 <sup>2</sup>	1	1	

NOTE: U.S. Army Environmental Center (USAEC), formerly the U.S. Army Toxic and Hazardous Materials Agency (USATHAMA), method numbers are laboratory specific and will be provided upon selection of subcontract laboratory.

CVAA Cold Vapor and Atomic Absorption Spectroscopy  
GC Gas Chromatography  
GC-ECD Gas Chromatography and Electron Capture Detector  
GC-FPD Gas Chromatography with Flame Photometric Detection  
GC/MS Gas Chromatography/Mass Spectroscopy  
GFAA Graphite Furnace Atomic Absorption Spectroscopy  
HPLC High Pressure Liquid Chromatography  
HRGC/LRMS High Resolution Capillary Column Gas Chromatography/Low Resolution Mass Spectrometry  
IC Ion Chromatography  
ICAP Inductively Coupled Argon Plasma Spectroscopy  
<sup>1</sup> A number of trip blanks, to be determined in the field, will be analyzed for VOCs. A trip blank will accompany each cooler containing samples for VOC analysis. A filter blank will also be collected and analyzed for each lot of filters.

1. Aroclor (PCB) analysis only required for 20% of the total number of samples.
2. Gross Alpha and Beta counts are only required for groundwater samples from 25% of the wells in the Westwood, Bush River, and Building E3330 Laboratory area.



### **3.0 ORGANIZATION AND RESPONSIBILITY**

### ***Canal Creek Area, APG-EA, Maryland***

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QA goals for the Canal Creek Groundwater Monitoring Plan will be achieved through proper planning, organization, review, communication of objectives, auditing, reporting, and corrective action. The QA Program will be carried out by personnel knowledgeable in QA theory and practice. Facilities, equipment, and services which affect data quality or integrity will be routinely inspected and maintained, as required by SOPs.

Implementation of the QAPP requires that the project staff maintain an awareness of contractual procedures and goals. It is the policy of JEG to provide a QA program to ensure that all information produced by its employees and subcontractors is valid and of known quality. QA program requirements cover all activities which generate environmental measurement data. These requirements include statements of completeness, comparability, representativeness, precision, and accuracy, where applicable.

Program personnel will be familiar with the required conventions, formats, and schedules specified in documents pertinent to project activities. Data review personnel will review data for accuracy, where applicable.

Field and analytical methods and procedures used in measurement and monitoring efforts will conform to USEPA Contract Laboratory Program (CLP) and U.S. Army Environmental Center (USAEC) methodologies where applicable. Field team members will possess the appropriate qualifications and training prior to collecting environmental samples. All measurement methods will be fully documented and will include quality control procedures.

The intended use of the data and the associated acceptance criteria for data quality will be determined before the data collection effort begins. Reported data will include, when appropriate, statements of precision, accuracy, representativeness, completeness, and comparability. Data processing procedures will be documented, reviewed, and revised, as required to meet CLP, EPA, and USAEC data quality requirements.



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### **3.1 RESPONSIBILITIES**

EMO is ultimately responsible for the quality of data collected in support of Agency projects.

The EMO Project Manager delegates the applicable authority to the JEG Project Officers. Their responsibilities include:

- Overseeing and monitoring performance of the groundwater monitoring program participants;
- Interfacing with agencies;
- Liaison between EMO, JEG, the designated contractor laboratories, and other subcontractors;
- Requiring effective implementation of the QA Program; and
- Requiring completion of corrective actions, when indicated.

#### **3.1.1 Project QA/QC**

Responsibilities for implementation of the project QA program in accordance with QA/QC contractual obligations lies principally with JEG's Project Manager. The JEG Project Manager and QA Manager will ensure that the reliability and validity of project activities and deliverables are in compliance with the project QA program. Specific responsibilities include the following:

- Initiating QA activities within the program to ensure that QC measures are being implemented and maintained;
- Ensuring all records, logs, SOPs, and analytical results are documented and maintained in a retrievable manner;
- Conducting periodic performance audits to ensure acceptable analytical performance;
- Preparing periodic quality reports, and QA sections of final reports; and
- Ensuring corrective action has been implemented and documented to preclude future occurrences of unacceptable performance.

The JEG QA Manager has the responsibility and the authority to communicate directly with the Project Manager, EMO, USEPA, and the laboratories, as necessary, to resolve any conflicts deemed adverse to quality achievement.





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**3.1.2 Field Activities**

Responsibilities for implementation of the QA program in conjunction with field activities lies principally with the JEG Project Manager, who will ensure that all field team members possess appropriate qualifications and training prior to collecting the groundwater samples. Specific responsibilities include the following:

- Ensuring that sampling activities are consistent with the approach defined by the QA program, and USAEC and CLP guidelines;
- Ensuring that QC measures are being implemented and maintained;
- Ensuring that all records and logs are documented and maintained in a retrievable manner; and
- Specifying conditions requiring corrective actions and implementing the appropriate course of action.

**3.1.3 Laboratory Activities**

The laboratories providing chemical analytical support for the Canal Creek groundwater monitoring program are to be determined. The laboratory task manager will be responsible for maintaining quality assurance of the laboratory in accordance with the laboratory QA/QC plan. Responsibilities include the following:

- Providing sufficient equipment, space, resources, and personnel to conduct analyses and implement the IR project and QA program;
- Submitting the required documented methods and laboratory certification prior to analyzing samples;
- Providing trained and qualified individuals, and to ensure that custody, subsampling, and other handling procedures are adequate for the sample types received;
- Overseeing the quality of purchased laboratory materials, reagents, and chemicals to ensure that these supplies do not jeopardize the quality of analytical results;
- Ensuring the implementation of corrective action for any QA/QC deficiencies; and
- Providing routine monitoring and checking of results and data packages.



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#### **3.1.4 Data Review**

The JEG QA manager will be responsible for handling data review for all CLP data. The data review process includes the review of all laboratory control data to assure that QA protocols established by USEPA CLP and USAEC have been observed.

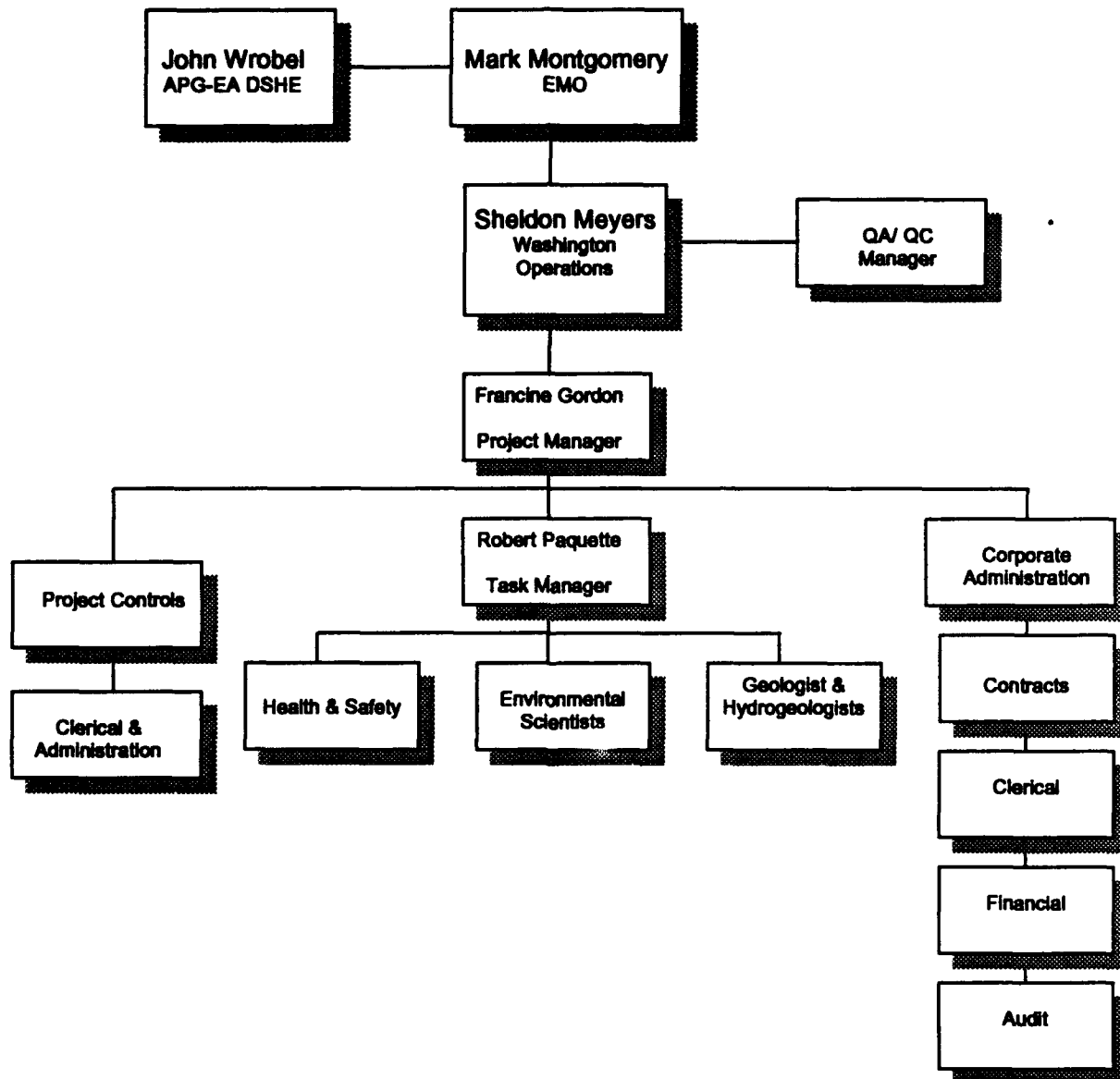
### **3.2 PROJECT ORGANIZATION**

Figure 3-1 denotes the line of authority and project organization for the Canal Creek Groundwater Monitoring Plan. Principal project participants and responsibilities for the project QA program reside in personnel from JEG. Key individuals associated with the project are listed in Table 3-1.



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**Figure 3-1. Canal Creek Groundwater Monitoring Plan Project Organization**



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**Table 3-1. Key Individuals for the Canal Creek Area Groundwater Monitoring Plan**

NAME	TITLE	ADDRESS	PHONE NUMBER
John Wrobel	Project Officer — DSHE Directorate of Safety, Health, and Environment	Directorate of Safety, Health, and Environment (DSHE), Edgewood Area, Building E4430 Aberdeen Proving Ground, MD 21010-5401	(410) 671-4840 or (410) 671-3320
Robert Crouse	Safety Office - DSHE	Directorate of Safety, Health, and Environment (DSHE), Edgewood Area, Building E4430 Aberdeen Proving Ground, MD 21010-5401	(410) 671-3157 or (410) 671-3660
Mark Montgomery	Project Manager Battelle Environmental Management Office	Battelle Environmental 2701 Prospect Park Drive, Suite 10 Rancho Cordova CA 95670	(916) 852-7172
Gary Grimm	Site Contact Battelle Environmental Management Office	Battelle Environmental 2113 Emmorton Park Road, Suite 200 Edgewood, MD 21040	(410) 676-0200
Francine Gordon	Project Manager Jacobs Engineering Group	1212 New York Avenue, NW Washington, DC 20005	(202) 789-7290
Robert Paquette	Task Manager Jacobs Engineering Group	1212 New York Avenue, NW Washington, DC 20005	(202) 789-7290
Kris Barrett	Quality Assurance Manager Jacobs Engineering Group	251 South Lake Avenue Pasadena CA 91101	(818) 449-2171
George Moore	Health and Safety Officer Jacobs Engineering Group	1212 New York Avenue, NW Washington, DC 20005	(202) 789-7290
Steven Hirsh	EPA Region III Project Officer	USEPA, Region II 841 Chestnut Building Philadelphia, PA 19107	(215) 597-0549
John Fairbank	State of Maryland Project Officer CERCLA Response Division	State of Maryland Department of the Environment 2500 Broening Highway Baltimore, MD 21224	(410) 631-3437
Michelle Lorah-Devereaux	Hydrologist U.S. Geological Survey	208 Carroll Building 8600 LaSalle Road Towson, MD 21286	(410) 828-1535
Larry Thebeau	Task Manager ICF Kaiser Engineers	1311A Continental Drive Abingdon, MD 21009	(410) 612-6350
Judy Durda	Risk Assessment Lead ICF Kaiser Engineers	ICF Kaiser 9300 Lee Highway Fairfax, VA 22031-1207	(703) 934-3137
To Be Determined (TBD)	Contract Laboratory (TBD)	TBD	TBD



#### **4.0 DATA QUALITY OBJECTIVES**

#### **Canal Creek Area, APG-EA, Maryland**

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The overall QA objective is to develop and implement procedures for sample and data collection, sample shipment, and reporting that will allow QA reviewers to determine, with reasonable certainty, whether the field and laboratory data collected during the Groundwater Monitoring Plan meet the criteria and endpoints established in the DQOs. The QA objective will be achieved through the implementation of specific procedures for sampling, field data collection, chain-of-custody, calibration, internal quality control, audits, preventative maintenance, and corrective actions as described in this QAPP. DQOs for chemical analyses are inherent in the CLP and USAEC methodologies to provide a 90 percent confidence level. The purpose of this section is to define QA goals for accuracy, precision, representativeness, completeness, and comparability in the field and in the laboratory.

##### **4.1.1 Accuracy**

Accuracy is the degree of agreement of a measurement (or an average of measurements of the same thing),  $X$ , with an accepted reference or true value,  $T$ , usually expressed as the difference between the two values,  $X-T$ , or the difference as a percentage of the reference or true value,  $100 [(X-T)/T]$ , and sometimes expressed as a ratio,  $X/T$ . Accuracy measures bias in a system.

For samples collected for chemical analysis, accuracy will be checked quantitatively through the use of spikes and blanks controlled by the laboratory. Accuracy of field measurements will be qualitatively controlled through the use of SOPs which have been developed to standardize the collection of measurements and samples. Consistent proper calibration of all equipment throughout the field exercises, as described in this QAPP, will assist in the accuracy of measurements. Field documentation and QA audits will be used to establish that protocols for sampling and measurement follow appropriate SOPs.

##### **4.1.2 Precision**

Precision refers to the level of agreement among repeated measurements of the same parameter. It is usually stated in terms of standard deviation, relative standard deviation, relative percent difference, range, or relative range. The overall precision of a piece of data is a mixture of sampling and analytical factors. The analytical precision is easier to control and quantify because the laboratory is a controlled, and therefore, measurable environment. Sampling precision is unique to each site, making it harder to control and quantify.



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Precision will be evaluated by calculating the relative percent difference (RPD) as follows:

For samples collected for chemical analysis, sampling precision will be checked by obtaining one duplicate sample for every 10 samples collected for each type of media.

$$RPD=100\left(\frac{|XA-XB|}{XM}\right)$$

XA and XB are duplicate analyses, and XM is the mean value of duplicate analyses XA and XB

The RPD will be calculated for each analytical parameter. It is expected that the duplicates for the organics will have RPDs of  $\leq 25\%$ . If these criteria are not met, a careful examination of the sampling techniques, sample media, and analytical procedure will be conducted to identify the cause of the high RPD and the usefulness of the data.

Laboratory precision will be addressed by analysis of duplicate samples by the contract laboratory. The RPD for each analytical parameter will be calculated as a measurement of precision. The National Functional Guideline Inorganic RPD standard of  $\leq 20\%$  for water duplicates will be adopted as the criteria that the inorganic duplicates must meet. If these criteria are not met, an examination of the data similar to that described above will be conducted to determine the cause of the variability and usefulness of the data.

#### **4.1.3 Representativeness**

Representativeness is a measure of the degree to which the measured results accurately reflect the medium being sampled. It is a qualitative parameter which is addressed through the proper design of the sampling program in terms of sample location, number of samples, and actual material collected as a "sample" of the whole. Sampling protocols have been developed to assure that samples collected are representative of the media. Field handling protocols (e.g., storage, handling in the field, and shipping) have also been designed to protect the representativeness of the collected samples. Proper field documentation and QA audits will be used to establish that protocols have been followed and that sample identification and integrity have been maintained.



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#### **4.1.4 Completeness**

Completeness is a measure of the amount of information that must be collected during the field investigation to allow for a successful achievement of the objectives. A certain amount and type of data must be collected for conclusions to be valid. Missing data may reduce the precision of estimates or introduce bias, thus lowering the confidence level of the conclusions. While completeness has been historically presented as a percentage of the data that is considered valid, this does not take into account critical sample locations or critical analytical parameters.

The amount and type of data that may be lost due to sampling or analytical error cannot be predicted or evaluated in advance. The importance of any lost or suspect data will be evaluated in terms of the sample location, analytical parameter, nature of the problem, decision to be made, and the consequence of an erroneous decision. Critical locations or parameters for which data are determined to be inadequate may be resampled. For this project, the criteria for completeness is set in the range between 80-100%. It is expected that a high level of data completeness will be achieved.

#### **4.1.5 Comparability**

Comparability is the confidence with which one data set can be compared to another. Comparability will be controlled through the use of SOPs which have been developed to standardize the collection of measurements and samples. Consistent proper calibration of all equipment throughout the field exercises, as described in this QAPP, will assist in the comparability of measurements. Field documentation and QA audits will be used to establish that protocols for sampling and measurement follow appropriate SOPs.

### **4.2 DATA QUALITY OBJECTIVES**

Data quality objectives (DQOs) have been developed for the Canal Creek Groundwater Monitoring Plan field activities in accordance with EPA protocols for data quality objectives for



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remedial response activities. Elements of the following factors are discussed in a summary of the DQOs provided in Table 4-1 and in more detail throughout the QA/QC plan and FSP:

- The objectives of collecting data from the Canal Creek groundwater monitoring program;
- The data types required to meet chemical and physical objectives. Included is the estimated number of data or samples that will be collected to meet the data objective;
- A description of the sampling method employed for each type of data;
- The use for key data which are being collected. This has been described by using general purpose categories which represent different data uses (e.g., Site Characterization and Risk Assessment);
- The identification of an appropriate analytical level for the analysis (or measurement) being performed. Five such levels have been defined by EPA for chemical analyses - these have been slightly modified to take into account physical measurements and laboratory certification by USAEC.
- The analytical method (CLP, EPA, or USAEC) that will be employed to analyze samples;
- The typical detection limit requirements for the chosen analytical methods. Detection limits will always be lower than the levels of concern, where available. Table 4-2 provides a detailed listing of existing and proposed EPA maximum contaminant levels in drinking water.
- The types of quality control samples that will be collected during the Canal Creek groundwater monitoring program.





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**Table 4-1. Data Quality Objectives**

DQO	Hydrogeologic Investigation
Physical Data	<p>Surface visual inspection, downhole video surveys, and geophysical cement bond logs (CBLs) to determine physical suitability of monitoring well as a sampling point.</p> <p>Temperature, pH, Eh, DO, turbidity, and conductivity measurements from groundwater before, during, and after presample well purging.</p> <p>Water level measurements will be taken within 24 hour period from all wells, accurate to 0.01 feet</p>
Chemical Data	Groundwater will be analyzed for TCL VOCs and BNAs, TAL inorganics (dissolved and total), CSM breakdown products, pesticides/PCBs, herbicides, explosives, water quality ions, and radioactivity.
Data Use	<p>Development of a comprehensive Groundwater Monitoring Plan for the Canal Creek Area of APG-EA.</p> <p>Baseline chemical data for Canal Creek Study Area RIFS and Risk Assessment.</p>
Analytical Data Level	<ul style="list-style-type: none"> <li>- CLP certified analyses will be equivalent to EPA level IV</li> <li>- EPA and USAEC analyses will be equivalent to EPA level III</li> <li>- Field screening physical data and logs will be equivalent to level I</li> </ul>
Analytical Methods: CLP, EPA, and USAEC	<i>Chemical Testing.</i> See Table 2-1
Typical Detection Limit	Typically 1 ppb for water
Quality Control Samples	Trip Blanks, Rinse Blanks, Duplicates, Method Blanks, Internal Laboratory Standards



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**Table 4-2. US EPA Drinking Water MCLs**

Contaminant	Proposed MCLG(a) (mg/L)	Current MCL(b) (mg/L)	Proposed MCL(b) (mg/L)
<b>INORGANICS</b>			
Arsenic	---	0.05	---
Antimony(c)	0.003	---	0.01/0.005(d)
Asbestos	7 millionfibers/ L(e)	---	7 million fibers/ L(e)
Barium	5	1	5
Beryllium(c)	0	---	0.001
Cadmium	0.005	0.01	0.005
Chromium	0.1	0.05	0.1
Copper	1.3	---	1.3
Cyanide(c)	0.2	---	0.2
Fluoride	---	4	---
Lead	0	0.05	0.005
Mercury	0.002	0.002	0.002
Nickel(c)	0.1	---	0.1
Nitrate (as N)	10	10	10(f)
Nitrite (as N)	1	---	1(f)
Selenium	0.05	0.01	0.05
Silver	---	0.05	---
Sulfate(c)	400/500(g)	---	400/500(g)
Thallium(c)	0.0005	---	0.002/0.001(d)



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**TABLE 4-2. US EPA Drinking Water MCLs (Cont.)**

Contaminant	Proposed MCLG(a) (mg/L)	Current MCL(b) (mg/L)	Proposed MCL(b) (mg/L)
<b>VOLATILE ORGANICS</b>			
Benzene	---	0.005	---
Carbon tetrachloride	---	0.005	---
Chlorobenzene	0.1	---	0.1
1,2-Dichlorobenzene	0.6	---	0.6
1,4-Dichlorobenzene	---	0.075	---
1,2-Dichloroethane	---	0.0005	---
1,1-Dichloroethylene	---	0.0007	---
cis-1,2-Dichloroethylene	0.07	---	0.07
trans-1,2-Dichloroethylene	0.1	---	0.1
Dichloromethane (Methylene chloride)*	0	---	0.005
1,2-Dichloropropane	0	---	0.005
Ethylbenzene	0.7	---	0.7
Styrene	0/0.1(h)	---	0.005/0.1(h)
Tetrachloroethylene	0	---	0.005
Toluene	2	---	2
1,1,1-Trichloroethane	---	0.2	---
1,1,2-Trichloroethane	0.003	---	0.005
Trichloroethylene	---	0.005	---
Vinyl chloride	---	0.002	---
Xylenes (total)	10	---	10
<b>PESTICIDES/HERBICIDES/PCBs/BASE-NEUTRAL-ACID EXTRACTABLES</b>			
Acrylamide	0	---	---
Adipates (c)	0.5	---	0.5
Alachlor	0	---	0.002
Aldicarb	0.01	---	0.01
Aldicarb sulfoxide	0.01	---	0.01
Aldicarb sulfone	0.04	---	0.04



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**TABLE 4-2. US EPA Drinking Water MCLs (Cont.)**

Contaminant	Proposed MCLG(a) (mg/L)	Current MCL(b) (mg/L)	Proposed MCL(b) (mg/L)
Atrazine	0.003	---	0.003
Carbofuran	0.04	---	0.04
Chlordane	0	---	0.002
2,4-D	0.07	0.1	0.07
Dalapon(c)	0.2	---	0.2
Dibromochloropropane	0	---	0.0002
Dinoseb(c)	0.007	---	0.007
Diquat(c)	0.02	---	0.02
Endothall(c)	0.1	---	0.1
Endrin(c)	0.002	0.0002	0.002
Epichlorohydrin	0	---	---
Ethylene dibromide	0	---	0.00005
Glyphosate(c)	0.7	---	0.7
Heptachlor	0	---	0.0004
Heptachlor epoxide	0	---	0.0002
Heptachlorobenzene(c)	0	---	0.001
Hexachlorocyclopentadiene (HEX)	0.05	---	0.05
Lindane	0.0002	0.004	0.0002
Methoxychlor	0.4	0.1	0.4
Oxamyl (Vydate)(c)	0.2	---	0.2
PAHs (c)(i)	0	---	0.0002
Polychlorinated biphenyls (PCBs)	0	---	0.0005
Pentachlorophenol	0.2	---	0.2
Phthalates (c)(i)	0	---	0.004
Picloram	0.5	---	0.5
Simazine(c)	0.001	---	0.001
2,3,7,8-TCDD (Dioxin)(c)	0	---	0.00000005
Toxaphene	0	0.005	0.005



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**TABLE 4-2. US EPA Drinking Water MCLs (Cont.)**

Contaminant	Proposed MCLG(a) (mg/L)	Current MCL(b) (mg/L)	Proposed MCL(b) (mg/L)
2,4,5-TP (Silvex)	0.05	0.01	0.05
1,2,4-Trichlorobenzene	0.009	---	0.009
Trihalomethanes (total)	---	0.1	---
<b>WATER QUALITY PARAMETERS</b>			
Chloride	---	250	---
Odor	---	3 T.O.N.	---
pH	---	6.5-8.5 pH units	---
Total dissolved solids (TDS)	---	500	---

- a. MCLG= Maximum Contaminant Level Goal (nonenforceable).
- b. MCL= Maximum Contaminant Level.
- c. Proposed MCLGs and proposed MCLs: Federal Register, July 25, 1990, pages 30370-30448; all other proposed MCLGs and proposed MCLs: Federal Register, May 22, 1989, pages 22062-22160 except proposed MCLGs and MCLs for copper and lead: Federal Register, August 18, 1988, pages 31516-31578.
- d. Values correspond to practical quantitation limits (PQLs), which are, respectively, 10 and 5 times the method detection limit (MDL) for these chemicals for analysis; public comment is requested.
- e. Length greater than 10  $\mu$ m.
- f. Proposed MCL for the total of nitrate and nitrite = 10 mg/L.
- g. Public comment is requested on which value is preferable as a primary level.
- h. For styrene, one MCLG and one MCL will be set after public comment.
- i. Public comment is requested on establishing MCLGs at zero and MCLs at PQLs for six additional polynuclear aromatic hydrocarbons (PAHs) that are probable human carcinogens: benz(a)anthracene, benzo(b)fluoranthene, benzo(k)fluoranthene, chrysene, dibenz(a,h)anthracene, and indenopyrene.
- j. Public comment is requested on adding butyl benzyl phthalate as a regulated compound with an MCLG and MCL at 0.1 mg/L.
- k. Secondary levels are nonenforceable taste, odor, or appearance guidelines.



## **5.0 SAMPLING**

### ***Canal Creek Area, APG-EA, Maryland***

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Sample labeling, container requirements, preservation, sample collection, sample custody, and field calibration are described in this section. Procedures described are designed to eliminate external contamination and to ensure data quality through the use of SOPs. References to methods of collection and detailed SOPs are provided in Appendix A.

## **5.1 SAMPLE NUMBERING AND SAMPLE LABELING**

### **5.1.1 Sample Numbering**

Each groundwater sample will be assigned a unique sequential number at the time of sampling. The sample number will identify the date of collection, the sampling team designation, the sequential number of sample, and the type of sample. Each sample number will have a field length of eight places. The first four places in the sample number correspond to the Julian date on which the sample was collected. The fifth place designates an alphabetical assignment of the sampling team (e. g., A, B) given to them by the Sample Manager prior to field activities. The next two places correspond to the sequential number of the samples collected for the collection date (01-99). The final place designates the type of sample; rinse blank (R), field blank (F), field duplicate (D), or actual sample (A). An example of sample numbers is identified below:

- Groundwater sample number 3175A03A corresponds to the third groundwater sample collected on June 24, 1993 by sampling team A. Sample number 3175A03D is a duplicate sample of the one above.

Samples can be further discriminated by sampling depth and sampling site as noted on the COC and entered in the Installation Restoration Data Management Information System (IRDMIS).



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### **5.1.2 Sample Labeling**

Each aqueous and solid sample will be assigned a unique sequential number at the time of sampling which will be permanently affixed to the sample container. The sample label will include the following information:

- Sample number and bar code;
- Sampling date;
- Preservative;
- Requested analyses;
- Sampler's initials;
- Installation name; and
- Filtered or unfiltered.

Labels will be covered with clear polyethylene tape to prevent the loss of the label during shipment. SOP 001 in Appendix A details procedures for completing sample labels. Figure 5-1 is a copy of the sample container label.

## **5.2 CONTAINERS**

All sample containers will be certified clean prior to use in accordance with EPA and USAEC protocols. The sample containers to be used for the various analyses for the Groundwater Monitoring Plan are provided in tabular format for aqueous and solid samples in Tables 5-1 and 5-2, respectively. All container requirements follow USAEC and CLP specifications.



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**Figure 5-1. Sample Container Label**

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### **5.3 SAMPLE PRESERVATION**

Preservatives will be required to retard hydrolysis of chemical compounds and complexes, to reduce volatility of constituents, and to retard biological action during transit and storage prior to laboratory analysis. Preservatives will be added to appropriate samples at the time of collection. The preservatives required for samples collected during this project are contained in Table 5-1. Aqueous samples collected for VOC analysis will not be preserved. All samples will be transported to the laboratory in temperature controlled coolers. Blue ice or wet ice will be used to maintain the internal cooler temperatures of 4°C required for preservation of groundwater samples.

Procedures for sample preservation are described below:

- Preservatives will be added to samples either using a pipette or directly to the sample if vials of preservatives are used.
- The sample bottle will be capped, and the bottle gently agitated in order to homogenize the preservative throughout the sample.
- The sample bottle cap will be reopened and a small amount of the sample will be transferred to a beaker and the bottle will be closed.
- Either pH paper or an electronic pH meter will be used to determine the pH of the sample. pH paper or a pH meter will never be put directly into the sample bottle in order to avoid contamination from entering or leaving the sample.
- If the proper pH has been reached, the sample bottle will remain closed. If the proper pH has not been reached, the sample bottle will be reopened, more preservative added, the bottle shaken, and the pH tested until the proper pH has been reached.

Preservatives will always be added after filtering (if applicable).



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**Table 5-1. Sample Bottle Requirements, Preservation, and Holding Times**

Analysis	Bottle Requirement-Volume	Required Headspace	Preservative	Holding Time
Volatile Organic Compounds	Type B, 40-mL	0%	Cool to 4°C	7 days
Semivolatile Organic Compounds	Type A, K, or H, 2-L	10%	Cool to 4°C	7 days to extraction (40 days after extraction)
Pesticides/PCBs	Type A, K, or H, 2-L	10%	Cool to 4°C	7 days to extraction (40 days after extraction)
Total Metals	Type C, H, or L 1-L	10%	HNO <sub>3</sub> to pH < 2, Cool to 4°C	6 months, except Mercury (28 days)
Dissolved Metals	Type C or L 1-L	10%	HNO <sub>3</sub> to pH < 2, Cool to 4°C	6 months, except Mercury (28 days)
Cyanide	Type C or L 1-L	10%	NaOH to pH > 12, Cool to 4°C	14 days
Explosives	2 1-L amber glass bottles	10%	Cool to 4°C	7 days to extraction (40 days after extraction)
CSM Degradation Products	3 1-L amber glass bottles	10% <sup>1</sup>	Cool to 4°C	7 days to extraction (40 days after extraction)
Dioxins/Furans	2 1-L amber glass bottles	10%	Cool to 4°C	30 days to extraction (45 days to analysis)
Herbicides	2 1-L amber glass bottles	10%	Cool to 4°C	7 days to extraction (40 days after extraction)
Chloride	Type C	10%	Cool to 4°C	28 days
Fluoride	Type C	10%	Cool to 4°C	28 days
Sulfate	Type C	10%	Cool to 4°C	28 days
Nitrate/nitrite	Type C	10%	pH < 2, H <sub>2</sub> SO <sub>4</sub> , Cool to 4°C	28 days
Total phosphorus	Type C	10%	pH < 2, H <sub>2</sub> SO <sub>4</sub> , Cool to 4°C	28 days
Alkalinity	Type C	10%	Cool to 4°C	14 days
Hardness	Type C	10%	pH < 2, HNO <sub>3</sub> or H <sub>2</sub> SO <sub>4</sub> , Cool to 4°C	6 months
Total suspended solids	Type C	10%	Cool to 4°C	48 hours
Biological oxygen demand	Type C	10%	Cool to 4°C	48 hours
Chemical oxygen demand	Type C	10%	pH < 2, H <sub>2</sub> SO <sub>4</sub> , Cool to 4°C	28 days



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**Table 5-1 Sample Bottle Requirements, Preservation, and Holding Times (cont.)**

Analysis	Bottle Requirement-Volume	Required Headspace	Preservative	Holding Time
Ammonia	Type C	10%	pH < 2, H <sub>2</sub> SO <sub>4</sub> Cool to 4°C	28 days
Radioactivity (Gross Alpha/Beta)	Type C	10%	pH < 2, HNO <sub>3</sub> , Cool to 4°C	6 months

**Notes:**

- Type A** Container: 80-oz amber glass, ring handle bottle/jug, 38-mm neck finish.  
Closure: White polypropylene or black phenolic, baked polyethylene cap, 38-430 size; 0.015-mm Teflon® liner.
  - Type B** Container: 40-mL glass vial, 24mm neck finish.  
Closure: White polypropylene or black phenolic, open-top, screw cap, 15-cm opening, 24-400 size.  
Septum: 24-mm disc of 0.005-in Teflon® bonded to 0.120-in silicon for total thickness of 0.125-in.
  - Type C** Container: 1-L high density polyethylene, cylinder-round bottle, 28-mm neck finish.  
Closure: White polyethylene cap, white ribbed, 28-410 size; F217 polyethylene liner.
  - Type H** Container: 1-L amber, Boston round, glass bottle, 33-mm pour-out neck finish.  
Closure: White polypropylene or black phenolic, baked polyethylene cap, 33-430 size; 0.015-mm Teflon® liner.
  - Type K** Container: 4-L amber glass, ring handle bottle/jug, 38-mm neck finish.  
Closure: White polypropylene or black phenolic, baked polyethylene cap, 38-430 size; 0.015-mm Teflon® liner.
  - Type L** Container: 500-mL high-density polyethylene, cylinder-round bottle, 28-mm neck finish.  
Closure: White polypropylene cap, white ribbed, 28-410 size; F217 polyethylene liner.
- HCL is the normal preservative, however it should not be used when thiodiglycol is a suspected contaminant.
1. Samples collected for IMPA and MPA analysis require 0% headspace.



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## **5.4 SAMPLE COLLECTION**

Detailed procedures for collection of environmental samples for chemical analysis are provided as SOPs in Appendix A. The collection of samples will follow the protocols outlined in the Groundwater Monitoring Plan FSP and in SOPs contained in Appendix A. All sampling, except for downhole video and CBL geophysics, will be performed by JEG field personnel; downhole video and geophysics will be performed by a qualified subcontractor selected through a competitive bid process. Collection of all samples will follow standard USEPA CLP and USAEC protocols. This section discusses the collection of quality control samples.

### **5.4.1 Quality Control Samples Collected in the Field**

Field work for the Canal Creek Groundwater Monitoring Plan will include the collection of several types of quality control samples. These samples will include duplicates, rinse blanks/equipment blanks, filter blanks, and trip blanks. This section describes the method of collection and frequency of field quality control blanks.

Duplicate samples will be taken from areas which are known or suspected to be contaminated and will consist of one sample per week or 10% of all field samples. Fractions for the same analytical parameters will always be collected consecutively.

Rinse blanks will be collected when the sampling equipment is decontaminated and reused in the field or when a sample collection vessel (bailer or beaker) will be used. A consistent volume of blank water (organic-free, deionized water) will be poured over the equipment (i.e., rinsing the equipment) collecting the water in a sample container. The rinse blank determines whether the decontamination procedure has been adequately performed and that there is no cross-contamination of samples occurring due to the equipment itself. Analysis of rinse blanks will be for all analytes of interest. Rinse blanks will be collected at a frequency of 5% of the total number of samples.



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Filter blanks will be collected at a frequency of 1 per lot. Organic-free, deionized water will be run through the filter using the filtering apparatus used to filter groundwater samples. The water will be collected in the appropriate sample bottles following filtering.

Trip blanks will be provided by the contract laboratory and will consist of HPLC-grade water sealed in 40 mL Teflon®-lined septum vials. The trip blank is used to determine if any on-site atmospheric contaminants are seeping into the sample vials, or if any cross-contamination of samples is occurring during shipment or storage of sample containers. The trip blanks will accompany the aqueous samples for VOC analysis to the laboratory.

Samples of organic-free, deionized water will be collected weekly and submitted for analysis in order to ensure that contaminants are not being introduced by the decontamination water. The water will be collected in the appropriate sample container and submitted for analysis.

## **5.5 SAMPLE CUSTODY**

Evidence of sample custody shall be traceable from the time the certified clean sample bottles leave the laboratory until filled sample bottles are transmitted back to the laboratory. To achieve this condition, custody seals and Chain-of-Custody (COC) documentation will accompany all sample bottles.

### **5.5.1 Custody Seals**

Custody seals will be signed, dated, and affixed to all sample and shipment containers. Custody seals will be placed across the cooler opening once the container has been secured. Intact custody seals upon arrival to the laboratory will ensure integrity of the samples during shipment. Intact custody seals on containers received by the JEG Sample Coordinator will ensure integrity of the samples prior to shipment. The JEG Sample Coordinator will break the custody seals to verify/adjust the pH of the samples as necessary. All custody seals will be affixed to each sample container prior to packing for shipment.



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**5.5.2 Chain-of-Custody**

COC forms will accompany sample containers in the field, during transit to the laboratory, and upon receipt by the laboratory. SOP 002 listed in Appendix A provides explicit details on the procedure for completing the form. An example of the COC form is provided in SOP 002.

After the sample containers are filled, the COC form will be completed in triplicate (carbonless copies), checked against the contents of the cooler, and the original (white) and the yellow copy will be placed in a plastic bag, and taped inside the secured container. The pink copy of the COC form will be retained by the JEG Sample Coordinator. The original COC form will be transmitted to the Project Manager by the laboratory after samples have been analyzed.

**5.5.3 Sample Receipt**

Samples delivered to the laboratory will be accepted by the laboratory technician. Samples can be accepted Monday through Friday. Special arrangements will be required if Saturday delivery is necessary. COC for laboratory receipt will be established in the following manner:

- The carrier and the time of arrival is documented in the daily receipt log. The number of items on the COC is checked with the actual number received to ensure that all sample coolers arrived.
- Notation is made as to whether each shipping container (cooler) was sealed with custody seals.
- Each cooler is opened, the internal ambient temperature of each cooler taken, and the samples are itemized. A cooler receipt form (Figure 5-2) will be completed and returned to the JEG Sample Coordinator. All deviations are noted and reported to the laboratory QA Coordinator.
- Lot numbers will be assigned to the samples. Reference to USAEC and CLP field numbers will be documented in the appropriate logbook. All data are entered into the computer sample tracking system, with analyses required by holding-time specified dates.



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**Figure 5-2. Cooler Receipt Form**

PROJECT: \_\_\_\_\_

Cooler received on \_\_\_\_\_ and opened \_\_\_\_\_ by \_\_\_\_\_

Temperature \_\_\_\_ °C \_\_\_\_\_ (signature)

- |   |                                  |                             |
|---|----------------------------------|-----------------------------|
| 1) Were custody seals on outside of cooler?                                 | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| If Yes, how many and location(s) _____                                      |                                  |                             |
| 2) Were date and signature on seal(s) correct?                              | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| 3) Were custody papers taped to lid inside cooler?                          | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| 4) Were custody papers properly filled out (ink, signed, etc.)              | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| 5) Did you sign custody papers in appropriate place?                        | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| 6) Did you attach shipper's packing form to this form?                      | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| 7) What kind of packing material was used? _____                            |                                  |                             |
| 8) Was sufficient ice used?   | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| 9) Were all bottles sealed in separate plastic bags?                        | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| 10) Did all bottles arrive in good condition?                               | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| 11) Were all bottle labels complete?  | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| (No., date, analysis, preservative, sign., etc.)                            |                                  |                             |
| 12) Did all bottle labels agree with custody papers?                        | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| 13) Were correct bottle used for tests indicated?                           | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| 14) Were VOA vials checked for absence of air/headspace and noted if found? | N/A <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 15) Was sufficient amount of sample sent in each bottle?                    | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |
| 16) Were air volumes noted for air samples?                                 | N/A <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 17) Were initial weights noted for pre-weighed filters?                     | N/A <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Explain any discrepancies: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ was contacted on \_\_\_\_\_ by \_\_\_\_\_

to resolve discrepancies.



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#### **5.5.4 Laboratory Receipt**

Once the sample has been transmitted to the laboratory the following sequence of events will occur:

- The samples are recorded on the Sample Log-In Form to summarize all the information pertaining to the sample/order to instruct the laboratory on the proper analysis and reporting of samples.
- After the samples are logged in, they are assigned to the appropriate storage refrigerator.
- All transfers of samples into and out of storage are documented.
- Samples remain in secured storage until removed for sample preparation or analysis.
- A refrigeration log must be generated to ensure refrigerators/freezers are operating at the appropriate temperature. The log must indicate the ambient internal temperature as well as the initials of the person recording the reading and the date. Should the temperature fluctuate outside of the specified holding time temperature range, corrective action must be taken immediately.

#### **5.6 FIELD EQUIPMENT CALIBRATION**

The proper calibration and documentation of field equipment is designed to assure that the field equipment is functioning optimally. Equipment logbooks are required to record usage, maintenance, calibration, and repair. Calibration records will include the following information:

- Identification of the equipment;
- Procedures used for equipment calibration;
- Traceable standard (type);
- Calibration performed by: (name);
- Date;
- Results;
- Acceptance criteria; and
- Corrective action taken (if necessary).





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**5.6.1 Frequency of Field Calibration**

Field instrumentation/equipment will be calibrated in the field according to the following schedule:

**5.6.1.1 Photoionization Detectors (PID) and Flame Ionization Detectors (FID).**

**MICROTIP IS-3000 (PID); FOXBORO 128 (FID).** Calibrated per manufacturer instructions upon arrival to the site and daily while in the field. Measurements of background VOCs will be documented and the instrument zeroed out, the calibration gas will be added, the reading documented, and the instrument will be adjusted for proper calibration. The final reading will also be documented. Calibration protocols and measurement will be documented in a bound logbook that accompanies each instrument, as well as in the field logbook. Refer to SOPs 023 (FID) and 024 (PID) for additional information.

**5.6.1.2 Dissolved Oxygen, Oxidation/Reduction Potential, pH, Temperature, and Conductivity Meter.** YS1 3800. Calibrated per manufacturer instructions upon arrival and departure from the site and daily while in the field. Meter will be calibrated more frequently if temperature changes by 5°C or more. All measurements will be documented at the end of the field parameter form logbook or in separate calibration log forms. Refer to SOP 043 for more information.

**5.6.2 Calibration Standards**

Equipment will be calibrated with the appropriate standards specified below. Analytical accuracy is traceable to Standard Reference Materials (SRMs) from the National Institute of Standards and Technology (NIST).

- **Conductivity Solution:** 1,000 Microhm/CM (+/- 0.50%) at 25°C, .053% Potassium chloride, .0002% Iodine, and Water (CAS 7732-18-5).
- **pH Buffers:**



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4.00 +/- 0.01 @ 25°C, Color coded red. Potassium Hydrogen Phthalate (CAS 877-24-7), Formaldehyde (CAS 50-00-0), Water (CAS 7732-18-5).

7.00 +/- 0.01 @ 25°C, Color coded yellow. Sodium Phosphate, Dibasic (CAS 7558-79-4), Potassium Phosphate, Monobasic (CAS 7778-77-0), Water (CAS 7732-18-5).

10.00 +/- 0.02 @ 25°C, Color coded blue. Potassium tetraborate (CAS 1332-77-0), Potassium Carbonate (CAS 584-08-7), Potassium Hydroxide (CAS 1310-58-3),

Sodium (di) Ethylenediamine Tetraacetate (CAS 6381-92-6), Water (CAS 7732-18-5).

- **Photoionization Detector Standards:**

Isobutylene ( $\text{I-C}_4\text{H}_8$ ) 100 ppm +/- 5%, balance: Air.

- **Organic Vapor Analyzer Standards:**

Methane ( $\text{CH}_4$ ) 95 ppm +/- 5%, balance: Air.



## **6.0 ANALYSIS**

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Sample management, holding times, preparation, instrument calibration, analytical procedures, and data management procedures are discussed in this section.

### **6.1 SAMPLE MANAGEMENT**

The Contract laboratory will provide the following for field sampling operations:

- Certified clean sample containers with bar codes;
- Shipping containers;
- Sample preservatives;
- Blue Ice (optional);
- Sample labels; and
- Custody seals.

#### **6.1.2 Sample Container Cleaning**

The integrity of sample containers is ensured by using certified clean sample containers. A copy of the certification for each lot of sample containers will be provided to the JEG Sample Coordinator. The Sample Coordinator will initial and note date of receipt on each certification. Each certification will be permanently bound in the appropriate log book. The sample containers to be used in this task are shown in Table 5-1 of this QAPP.

#### **6.1.2 Shipping Containers and Custody Seals**

Certified clean sample bottles will be sent to the field in the clean shipping coolers which will be used for return of samples to the laboratory. Each sample cooler will contain packing material and sufficient double-bagged ice or Blue Ice packs (optional) required to maintain a temperature of 4°C. Sample coolers will be sealed with chain-of-custody seals. In addition each sample container will have an associated chain-of-custody form (COC) and logbook entry. Refer to SOP 004 for more detailed procedures on packing and shipping of sample containers to the laboratory for chemical analysis.



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### **6.1.3 Sample Preservatives**

Preservatives will be included in the shipping container sent to the field. Unused preservatives will be sent back to the laboratory in DOT-approved (Department of Transportation) containers when sampling has been completed.

### **6.2 SAMPLE HOLDING TIMES**

Sample holding time (the time interval between sampling and analysis), during which a sample can be considered valid and representative of the sample matrix, is based on the analytes of interest. The allowable holding times for the analyses proposed for this project are shown in Table 5-1. The laboratory tracking system should be designed to ensure that holding times are not exceeded.

### **6.3 SAMPLE PREPARATION**

Once the samples have been received by the laboratory, the information on the sample labels will be transcribed to a bound notebook. Sample receipt conditions, analytical parameters, analysis dates, and storage locations are entered into the existing laboratory data management system for each sample shipment. Analytical lots will be established and coding assigned in lot sequence during the logging-in stage. Samples will be securely stored at 4°C from the time of receipt through final analysis. Samples will be stored until released by the EMO Project Officer or until the end of the contract.

Samples will be prepared, extracted, and/or spiked with reference materials or surrogate standards, as required for each specific analytical method. Percent moisture will be determined for each soil or sediment sample.

Laboratory water used in the course of chemical analyses shall conform with specification in the USEPA CLP and USAEC QA Program (1990).



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## **6.4 CALIBRATION**

Prior to sample analysis, chemical calibration of each target analyte must be performed to ensure analytical instrumentation is functioning within the established sensitivity range.

Protocols defining the procedures and QC measurements for instrument calibration should be done in accordance with criteria specified by the USAEC QA Program (1990) and the USEPA CLP QA Program.

### **6.4.1 Initial Calibration of Laboratory Instrumentation**

Initial calibrations for the methods to be used in this project are performed routinely by the laboratory. Initial calibrations are not required unless the instrument fails the daily calibration procedure.

### **6.4.2 Daily Calibration of Laboratory Instrumentation**

Prior to analysis, all instruments will be calibrated to ensure that the instrument response has not changed from the previous calibration. Analysis should be performed on the highest concentration standard. A response within two standard deviations of the mean response for the same concentration, as determined from recertification, certification, and prior initial/daily calibrations, does not warrant recalibration of the system. Should the response fail the criteria, the daily standard must be reanalyzed. Failure of the second analysis requires initial calibration to be performed as specified in the USAEC QA Program (1990) and the CLP QA program.

## **6.5 SOLUTION VALIDATION**

All calibration solutions and standards to be used in this program will be prepared and maintained under the normal laboratory standards tracking system. This system ensures preparation, checking, documentation, storage, and disposal of standards according to specified procedures and schedules appropriate for each analyte of interest.



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## 6.6 LABORATORY/FIELD ANALYTICAL PROCEDURES

USEPA CLP, USEPA SW-846, Standard Methods (SM), and USAEC analytical methods will be used for analysis of samples, as applicable. Listings of specific chemicals for analysis are provided in Tables 6-1 through 6-6. This section briefly describes the analytical methodologies that will be employed for the Groundwater Monitoring Plan.

### 6.6.1 Methods for the Analysis of Aqueous Samples

**6.6.6.1 Inorganic Analysis.** TAL metals will be analyzed in accordance with USEPA CLP methodologies (USEPA 1991b). The metal constituents will be analyzed using one of the following methodologies: inductively coupled argon emission plasma spectroscopy (ICAP), graphite furnace atomic absorption spectroscopy (GFAA), or cold vapor atomic absorption (CVAA).

**Table 6-1. TCL Volatile Organic Compounds  
(CLP OLM01.8)**

Chemical	EPA Method	Chemical	EPA Method
Acetone	8240	1,2-Dichloropropane	8010
Benzene	8020	cis-1,3-Dichloropropylene	8010
Bromodichloromethane	8010	trans-1,3-Dichloropropylene	8010
Bromomethane	8010	Ethylbenzene	8020
2-Butanone (MEK)	8015	2-Hexanone	8240
Carbon disulfide	8240	Methylene chloride	8010
Carbon tetrachloride	8010	4-Methyl-2-pentanone	8015
Chlorobenzene	8010	Styrene	8020
Chloroethane	8010	1,1,2,2-Tetrachloroethane	8010
Chloroform	8010	Tetrachloroethylene	8010
Chloromethane	8010	Toluene	8020
Dibromochloromethane	8010	1,1,1-Trichloroethane	8240
1,1-Dichloroethane	8010	1,1,2-Trichloroethane	8010
1,2-Dichloroethane	8010	Vinyl Chloride	8010
1,2-Dichloroethylene (total)	8010	Xylenes (total)	8020



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**Table 6-2. TCL Semivolatile Organic Compounds  
(CLP OLM01.8)**

Chemical	EPA Methods	Chemical	EPA Methods
Acenaphthene	8100	Dibenz(a,h)anthracene	8100
Acenaphthylene	8270	Dibenzofuran	8270
Anthracene	8100	1,2-Dichlorobenzene	8010
Benz(a)anthracene	8100	1,3-Dichlorobenzene	8010
Benzo(b)fluoranthene	8100	1,4-Dichlorobenzene	8010
Benzo(k)fluoranthene	8100	3,3'-Dichlorobenzidine	8270
Benzo(g,h,i)perylene	8100	4,6-Dinitro-2-methylphenol	8040
Benzo(a)pyrene	8270	2,4-Dinitrophenol	8040
Butyl benzyl phthalate	8060	2,4-Dinitrotoluene	8090
Bis(2-Chloroethoxy)methane	8270	2,6-Dinitrotoluene	8090
Bis(2-Chloroethyl) ether	8270	Fluoranthene	8100
Bis(2-Chloroisopropyl) ether	M.N.A.*	Fluorene	8100
Bis(2-ethylhexyl) phthalate	8060	Hexachlorobenzene	8120
4-Bromophenyl phenyl ether	8370	Hexachlorobutadiene	8120
Carbazole	M.N.A.*	Hexachlorocyclopentadiene	8120
4-Chloroaniline	8270	Hexachloroethane	8120
4-Chloro-3-methylphenol	8040	Indeno(1,2,3-cd)pyrene	8100
2-Chloronaphthalene	8120	Isophorone	8090
2-Chlorophenol	8040	2-Methylnaphthalene	8270
4-Chlorophenyl phenyl ether	8270	2-Methylphenol	8270
Chrysene	8100	4-Methylphenol	8270
4-Nitrophenol	8040	Phenol	8040
N-Nitroso-di-n-propylamine	8270	Pyrene	8100
N-nitrosodiphenylamine	8270	1,2,4-Trichlorobenzene	8270
Pentachlorophenol	8040	2,4,5-Trichlorophenol	8270
Phenanthrene	8100	2,4,6-Trichlorophenol	8040

\* M.N.A. = Method Not Available.



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**Table 6-3. TAL Inorganic Compounds  
(CLP ILM02.0)**

<b>Chemical</b>	<b>EPA Method</b>	<b>Chemical</b>	<b>EPA Method</b>
Aluminum	6010	Lead	6010
Antimony	6010	Magnesium	M.N.A.*
Arsenic	6010	Manganese	M.N.A.*
Barium	6010	Mercury	7470
Beryllium	60910	Nickel	6010
Cadmium	6010	Potassium	M.N.A.*
Calcium	M.N.A.*	Selenium	6010
Chromium	6010	Silver	6010
Cobalt	6010	Sodium	M.N.A.*
Copper	6010	Thallium	6010
Cyanide	9010	Vanadium	6010
Iron	M.N.A.	Zinc	6010

\* M.N.A. = Method Not Available.





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**Table 6-4. TCL Pesticides/Aroclors (PCBs)  
(CLP OLM01.8)**

Chemical	EPA Methods
Aldrin	8080
alpha-BHC	8080
beta-BHC	8080
delta-BHC	8080
gamma-BHC (Lindane)	8080
alpha-Chlordane	M.N.A.*
gamma-Chlordane	M.N.A.*
4,4'-DDD	8080
4,4'-DDE	8080
4,4'-DDT	8080
Dieldrin	8080
Endosunan 1	8080
Endosunan 11	8080
Endosunan sulfate	8080
Endrin	8080
Endrin aldehyde	8080
Endrin ketone	M.N.A.*
Heptachlor	8080
Heptachlor epoxide	8080
Methoxychlor	8080
Toxaphene	8080
AROCLOR-1016	8080
AROCLOR-1221	8080
AROCLOR-1232	8080
AROCLOR-1242	8080
AROCLOR-1248	8080
AROCLOR-1254	8080
AROCLOR-1260	8080

\* M.N.A = Method not available



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**Table 6-5. Dioxins/Furans, and Explosives**

Dioxins and Furans	EPA Methods	Explosives	EPA Methods
1,2,3,4,6,7,8-Heptachlorodibenzo-p-dioxin	8280	Cyclotrimethylene trinitramine (RDX)	8330
1,2,3,4,7,8-Hexachlorodibenzo-p-dioxin	8280	Cyclotetramethylene tetranitramine (HMX)	8330
1,2,3,6,7,8-Hexachlorodibenzo-p-dioxin	8280	1,3-Dinitrobenzene	8330
1,2,3,7,8,9-Hexachlorodibenzo-p-dioxin	8280	2,4-Dinitrotoluene	8330
1,2,3,6,7,8-Hexachlorodibenzofuran	8280	2,6-Dinitrotoluene	8330
2,3,4,6,8-Hexachlorodibenzofuran	8020	N-Methyl-N,2,4,6-tetranitroaniline (TETRYL)	8330
1,2,3,7,8,9-Hexachlorodibenzofuran	8280	Nitrobenzene	8330
Octochlorodibenzo-p-dioxin	8280	Nitroglycerin	8330
Octachlorodibenzofuran	8280	Pentaerythritol (PETN)	8330
1,2,3,7,8-Pentachlorodibenzo-p-dioxin	8280	1,3,5-Trinitrobenzene	8330
1,2,3,7,8-Pentachlorodibenzofuran	8280		
2,3,4,7,8-Pentachlorodibenzofuran	8280		
2,3,7,8-Tetrachlorodibenzo-p-dioxin	8280		
2,3,7,8-Tetrachlorodibenzofuran	8280		



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**Table 6-6. CSM Degradation Products, Herbicides, and Water Quality Parameters**

<b>CSM Degradation Product</b>	<b>USAEC Methods</b>
Benzothiazole	Note 2
1,4-Dithiane	Note 2
1,4-Oxathiane	Note 2
4-Chlorophenyl methylsulfone	Note 2
4-Chlorophenyl methyl sulfide	Note 2
4-Chlorophenyl methyl sulfoxide	Note 2
Dimethyl disulfide	Note 2
Diisopropyl methylphosphonate	Note 3
Dimethyl methylphosphonate	Note 3
Isopropyl methylphosphonaic acid (IMPA)	Note 3
Methylphosphonic acid (MPA)	Note 3
Thiodiglycol	Note 1
<b>Herbicides</b>	<b>USAEC Methods</b>
Bromacil	M.N.A.*
2,4-D	Note 2
Silvex	Note 2
2,4,5-T	Note 2
Alkalinity	SM 2320, EPA 310.1
Ammonia	SM 4500
Chloride	SM 4110, EPA 9250
Fluoride	EPA 340.2
Nitrate/Nitrite	SM 4500, EPA 9200
Phosphates	SM 4500, EPA 365.3/300.0
Sulfates	SM 4110, EPA 9035
TSS	SM 2450, EPA 160.2
BOD	SM 5210



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**Table 6-6. CSM Degradation Products, Herbicides, and Water Quality Parameters (cont.)**

<b>Water Quality Parameters (Continued)</b>	<b>Methods</b>
COD	SM 5220
TOC	SM 5310
Hardness	SM 2340
Radioactivity (gross Alpha/Beta)	EPA 9310

Note 1: USAEC method numbers are frequently laboratory specific. The methodology commonly employs liquid chromatography.

Note 2: USAEC method numbers are frequently laboratory specific. The methodology commonly employs gas chromatography.

Note 3: USAEC method numbers are frequently laboratory specific. The methodology commonly employs ion chromatography.

\* M.N.A. = Method Not Available



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The ICAP method involves the simultaneous or sequential multi-element determination of trace elements in solution. The basis of the method is the measurement of atomic emission by optical spectrometry. Samples are nebulized and the aerosol that is produced is transported to the plasma torch where excitation occurs. Characteristic atomic-line emission spectra are produced by a radio-frequency inductively coupled plasma. The spectra are dispersed by a grating spectrometer and the intensities of the line are monitored by photomultiplier tubes. The photocurrents from the photomultiplier tubes are processed and controlled by a computer system.

A background correction technique is utilized to compensate for variable background contribution to the determination of trace elements. Background is measured adjacent to analyte lines on samples during analysis. The position selected for the background intensity measurement, on either or both sides of the analytical line, will be determined by the complexity of the spectrum adjacent to the analyte line. The position used will be free of spectral interference and will reflect the same change in background intensity as occurs at the analyte wavelength measured. Background correction will not be required in cases of line broadening where a background correction measurement would actually degrade the analytical result. Interferences will also be recognized and appropriate corrections made.

In order to obtain reporting limits lower than those provided by the ICAP method, arsenic, lead, and selenium will be analyzed using GFAA. GFAA involves the digestion of a representative sample using nitric acid and hydrogen peroxide. The digestate is subsequently analyzed by GFAA using the optimum instrumental conditions for the analytes of interest.

In order to obtain reporting limits lower than those provided by the ICAP method, mercury will be analyzed by CVAA. CVAA analysis is based on absorption of radiation at 253.7 nm. A sample aliquot is initially digested with nitric acid to free any combined mercury. The mercury is then reduced to its elemental state and aerated from the solution into a closed system. The mercury vapor is passed through a cell positioned in the path of a mercury light source and the measured absorbance is proportional to the concentration of mercury in the sample.



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**Cyanide** will be analyzed using a USEPA CLP method comparable to USEPA methods 335.2 and 335.3 (USEPA 1991b). The cyanide as hydrocyanic acid (HCN) is released from cyanide complexes by means of a reflux-distillation operation and absorbed in a scrubber containing sodium hydroxide solution. The cyanide ion in the absorbing solution is then determined by volumetric titration or colorimetry. In the colorimetric measurement, the cyanide is converted to cyanogen chloride (CNCl) by reaction with chloramine-T at a pH of less than eight without hydrolyzing to the cyanate. After the reaction is complete, color is formed on the addition of pyridine-pyrazolone at 578 nm for pyridine-barbituric acid. To obtain colors of comparable intensity, the sample and the standards will contain the same salt content. The titrimetric measurement uses a standard solution of silver nitrate to titrate cyanide in the presence of a silver sensitive indicator.

**6.6.1.2 Organic Chemical Analyses.** **TCL volatile and semivolatile organic compounds** will be analyzed using USEPA CLP methods (USEPA 1992). The method involves purging of environmental sample and volatile organic-free water containing surrogates and internal standards with helium gas (following extraction). The purging chamber is heated to a predefined temperature and the vapor transferred to a sorbent tube which effectively traps the volatile organic compounds. The constituents are then backflushed onto a packed gas chromatographic column that is temperature programmed to separate the organic constituents. The volatile compounds are then detected using a mass spectrometer operating in the electron impact and full scan mode.

**Pesticides and PCBs** will be analyzed by USEPA CLP method which employs use of gas chromatography with electron capture detector (GC/ECD) (USEPA 1991a). Identification of analytes is based on retention times and retention time data. Sample is extracted with hexane or methylene chloride and then injected into a GC equipped with a linearized ECD for separation and analysis. The methylene chloride extract is isolated, dried and concentrated after solvent substitution with methyl tert-butyl ether prior to analysis with GC.



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**Explosives and related compounds** will be analyzed in soil and water using USAEC methodologies. Nitroglycerin (NG) and pentaerythritol tetranitrate (PETN) will be analyzed in soil and water using a USAEC method which employs RP-HPLC. The method for soil involves an initial extraction of the soil with acetonitrile in a sonic bath for two hours. Soil extracts are diluted 1/1 with aqueous  $\text{CaCl}_2$  and filtered. The water samples are diluted with acetonitrile and filtered. Determination is by RP-HPLC on an LC-18 column (Supelco), using an eluent of 3/2 methanol-water at 1.5 mL/min, and UV detection at 220 nm.

RP-HPLC will be employed for the determination of tetrazene in soil and water. The method involves extraction of soil samples with a mixed solvent containing water, methanol, and 1-decanesulfonic acid, sodium salt by shaking for five hours on a platform shaker followed by filtration. Water samples are prepared and filtered similarly. Determination is by ion-pairing RP-HPLC with UV detection at 280 nm.

Picric acid is determined in soil using a USAEC method which employs HPLC and UV detection. A measured weight of soil is placed in a serum vial and is extracted with aqueous methanol using a vortex mexer. The sample is filtered through a Rainin filter and the extract is analyzed by HPLC on a Zorbax column using UV detection with external standards.

All remaining explosives will be analyzed using HPLC (USAEC). The method employs solid phase extraction of 500 milliliters of an environmental aqueous sample or one gram of environmental solid sample using acetonitrile. The target analytes are separated by HPLC column using isocratic elution and detected using ultraviolet absorbance (UV) at 230 nanometers.

**Chemical Surety Material (CSM) Degradation Products** will be analyzed in soil and water using appropriate USEPA and USAEC methodologies. Diisopropylmethylphosphonate (DIMP) and dimethylmethylphosphonate (DMMP), breakdown products of the nerve agent GB, will be analyzed in aqueous and solid samples using GC-FPD via USAEC methods. A measured volume of sample or extract



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is directly injected onto the gas chromatographic column. Chromatographic conditions are described which permit the separation and measurement of DIMP and DMMP in environmental aqueous or solid samples. Qualitative identification is performed using retention times, and quantitative analysis is performed using standard curves. Isopropylmethylphosphonic acid (IMPA) and methylphosphonic acid (MPA) will be analyzed using a USAEC ion chromatography method.

Thiodiglycol, a breakdown product of blister agent mustard, will be analyzed in aqueous and solid samples using HPLC by USAEC Methods. The environmental aqueous and solid samples are extracted as follows: (1) *Aqueous samples*- a measured volume of the sample is concentrated by boiling, and is passed through an Amberlight XAD-7 resin column and further concentrated by another boiling step. The extract is buffered and brought to volume with water; and (2) *Solid samples*- a measured weight of the sample will be extracted with alkaline methanol using a wrist-action shaker. A portion of the methanol is filtered, and removed by evaporation under a nitrogen stream. The extract is acidified and buffered, and brought to volume with water. Following extraction, liquid chromatography is used to permit the separation and measurement of the thiodiglycol in the extract from the environmental aqueous and solid samples. Analyte identification is performed using retention times, and quantitative analysis is performed using a standard curve of area counts.

The compound 1,4-dithiane, a breakdown product of blister agent mustard, will be analyzed in aqueous and solid samples using GC via USAEC methods. The method employs extraction of the water matrix with methylene chloride, solvent concentration using standard Kuderna-Danish techniques, and analysis using by gas chromatography using flame-photometric detection (FPD) in the sulfur mode.

Acetophenone and malononitrile will be analyzed using USEPA SW-846 methods 8270 and 8240, respectively (USEPA 1986a). Method 8270 for semivolatile organic compounds (acetophenone) uses a GC/MS with a capillary column technique. Method 8240 for volatile organic compounds (malononitrile) uses a purge-and-trap GC/MS procedure.





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**Dioxins and furans** are analyzed via USEPA CLP method (USEPA 1991a). The method involves a matrix-specific extraction, analyte-specific clean-up, and high-resolution capillary column gas chromatography and low resolution mass spectrometry techniques (HRGC/LMRS).

**6.6.1.3 Water Quality Analyses.** Water quality parameters include chloride, fluoride, sulfate, nitrate/nitrite, total phosphorus, alkalinity, hardness, total suspended solids, biochemical oxygen demand, chemical oxygen demand, total organic carbon, and ammonia. All analytes will be determined using Standard Method (SM) protocols or equivalent EPA methods and include, but are not limited to, the use of ion chromatography (IC), cadmium-reduction, colorimetry, and titration.

**Chloride and sulfate** concentrations will be determined by IC using SM Method 4110 (APHA et al. 1989). A portion of the water sample is injected into a stream of carbonate-bicarbonate eluant and passed through a series of ion exchangers. Analyte identification is performed using retention times, and quantitative analysis is performed using a standard curve of peak heights.

**Fluoride** concentrations will be determined using EPA Method 340.2.

**Nitrate/nitrite** in aqueous samples will be analyzed using an automated cadmium reduction method-SM Method 4500 (APHA et al. 1989). A sample is passed through a column containing granulated copper-cadmium to reduce nitrate to nitrite. The nitrite (plus reduced nitrate) is measured by diazotizing with sulfanilamide and coupling with N-(1-naphthyl)-ethylenediamine dihydrochloride to form a highly colored azo dye, which is measured colorimetrically. Nitrite can be determined by elimination of the cadmium reduction column from the sampling train.

**Total phosphorus** will be analyzed by autoanalyzer in aqueous and solid samples by ascorbic acid method-SM Method 4500 (APHA et al. 1989). The persulfate digestion method will be used prior to analysis, which includes the heating of the sample in the presence of sulfuric acid and ammonium persulfate for 30 to 40 minutes. All forms of



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phosphate are converted to orthophosphate and the concentration is determined colorimetrically. Ammonium molybdate and potassium antimonyl tartrate react in an acid medium with dilute solutions of ortho-phosphate to form a heteropoly acid - phosphomolybdic acid. This complex is reduced to an intensely blue-colored complex by ascorbic acid. The color is proportional to the orthophosphate concentration.

**Alkalinity** will be analyzed by the titration method-SM Method 2320 (APHA et al. 1989). This method uses the volume of standard acid required to titrate a portion of the sample to a designated pH to extrapolate an alkalinity value.

**Hardness** will be analyzed by the EDTA (ethylenediaminetetraacetic acid and its sodium salts) titrimetric method-SM Method 2340 (APHA et al. 1989). This method measures the calcium and magnesium ions by the addition of EDTA to the sample which creates a color change when all calcium and magnesium have been complexed. A calculation provides the hardness value.

**Total suspended solids (TSS)** will be analyzed by SM Method 2540 (APHA et al. 1989). The method involves the drying of samples at 103-105°C on a filter. The increase in weight of the filter represents the value of TSS present in the sample.

**Biochemical oxygen demand (BOD)** will be determined using SM Method 5210 (APHA et al. 1989). The method involves measuring the oxygen utilized during an incubation period of 5 days, following dilution. Dissolved oxygen (DO) is measured initially and after incubation, and the BOD is computed from the difference between initial and final DO.

**Chemical oxygen demand (COD)** will be determined using SM Method 5220 (APHA et al. 1989). The COD is used as a measure of the oxygen equivalent of the organic matter content of a sample that is susceptible to oxidation by a strong chemical oxidant. A sample is refluxed in a strongly acidic solution with a known excess of potassium dichromate. After digestion, the remaining unreduced potassium dichromate is titrated with ferrous ammonium sulfate to determine the amount of potassium dichromate consumed and the oxidizable organic matter is calculated in terms of oxygen equivalent.



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**Total organic carbon (TOC)** will be determined by SM Method 5310 (APHA et al. 1989), organic molecules are broken down to single carbon units, converted to a single molecular form and then converted to carbon dioxide. The carbon dioxide may be measured directly by a nondispersive infrared analyzer, it may be reduced to methane and measured with a flame ionization detector, or the carbon dioxide may be titrated chemically. The exact method will be determined by the concentration of TOC expected in the sample. The persulfate-ultraviolet method is useful for the determination of trace levels of TOC and the wet-oxidation method is suitable only for water containing at least 0.1 mg nonpurgeable organic carbon per liter. If concentrations of TOC exceed 1 mg/L, a combustion infrared method will be used.

**Ammonia** will be determined using the ammonia-selective electrode method-SM Method 4500 (APHA et al. 1989), which uses a hydrophobic gas-permeable membrane to separate the sample solution from an electrode internal solution of ammonium chloride. Dissolved ammonia ( $\text{NH}_{3(aq)}$  and  $\text{NH}_4^+$ ) is converted to  $\text{NH}_3$  by raising the pH to above 11 with a strong base.  $\text{NH}_3$  diffuses through the membrane and the internal solution pH is sensed by a pH electrode. The fixed level of chloride in the internal solution is sensed by a chloride ion-selective electrode that serves as the reference electrode. Potentiometric measurements are made with a pH meter having an expanded millivolt scale or with a specific ion meter.

**Radioactivity (Gross Alpha and Beta)** counts will be measured by EPA Method 9310.

**6.6.2 CLP Contract Required Quantitation and Detection Limits (CRQL and CRDL)**

The USEPA CLP has established quantitation limits equivalent to the concentration of the lowest calibration standard analyzed for each analyte. The quantitation limit differs from the detection limit in that the amount of material necessary to produce a detector response that can be identified and reliably quantified is greater than that needed to simply be detected above the background noise. The CRDL is the minimum level of detection acceptable under the contract Statement of Work (SOW). The specific quantitation limits provided in Tables 6-7 through 6-10 for volatile organic compounds, semivolatile organic compounds, pesticides/arocloris, and dioxins/furans are highly matrix dependent and thus may not always be achievable. Table 6-11 summarizes CRDLs for TAL inorganics.



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### **6.6.3 USAEC Certified and Upper Reporting Limits**

The lowest concentration that is reported for each analyte has been established in the USAEC program from a statistical analysis of spikes and blanks. This concentration, termed the Certified Reporting Limit (CRL), is the lowest value that can be reported within a 90% confidence limit. The Upper Reporting Limit (URL) for the certified range was developed during the method certification. Tables 6-12 through 6-14 present reporting limits for aqueous samples analyzed for explosives, chemical agent breakdown products, herbicides, and water chemistry analytes.

Within the USAEC certification program, each laboratory is certified for a unique set of detection limits. Because a laboratory has not yet been chosen, laboratory detection limits have not been included in this QAPP. Quantitation limits for analyses quantified by USAEC methodologies will be included in this report when a laboratory is selected.

## **6.7 REFERENCE MATERIALS**

Reference standards are required to generate certification data, calibrate instruments, spike analytical surrogates or standards, and prepare QC samples. These solutions must be of known concentration and purity to achieve the criteria necessary for validation of analytical analyses. Each reference material will contain a lot number. In the event a reference standard becomes contaminated, its origins can be traced by the JEG QA manager.

Standards used to conduct analyses will be either Standard Analytical Reference Materials (SARMs) or Interim Reference Materials (IRMs). SARMs that are developed and distributed by the Central QA Laboratory from the National Institute of Standards and Technology (NIST) will be the preferred standards. IRMs are not as rigorously characterized as SARMs.

Reference materials for metal analyses may be stored at room temperature in a locked storage area. Materials for organic analyses must be stored in a locked refrigerator at or below 4°C.



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## **6.8 DATA VALIDATION, REDUCTION, AND REPORTING**

### **6.8.1 Collection**

Data are initially collected, converted to standard reporting units (i.e.,  $\mu\text{g/L}$  for aqueous media), and recorded in standard formats by project analysts. These project analysts conduct preliminary data analyses using a variety of methods and procedures. Because many analytical instruments are microprocessor controlled, some of the requisite analyses can be performed directly in the instrument's operating or outputting mode. Those instruments, interfaced to stand-alone computers or microprocessors, often permit data analysis programs to be written and modified to produce data formats specifically suited to end user requirements.

Data requiring manual recording, integration, and/or analysis may be converted to a more appropriate format prior to subsequent analyses. Through all stages and aspects of data processing, the data are double checked for translation or transcription errors and are initialed by both the recorder and the checker. The QA Manager or other designated individual not directly involved in the analysis reviews the data for acceptability.

### **6.8.2 Validation**

Data validation is the process whereby data are determined to be of acceptable or unacceptable quality based on a set of predefined criteria. The criteria for the data are dependent upon the referenced sampling and analytical methodologies which include the associated QA/QC requirements. The guidelines for the validation process are given in **Laboratory Data Validation Functional Guidelines for Evaluating Organic Analyses** (Viar, 1988b) and **Laboratory Data Validation Functional Guidelines for Evaluating Inorganic Analyses** (Viar, 1988a) with EPA Region III modifications.

An independent review of data packages will be performed to ensure compliance with specified analytical, QA, and data reduction procedures; data reporting requirements; and required accuracy, precision, and completeness measures. The following items may be reviewed to validate the data:



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- Sample holding times;
- Documentation that the analytical results are in control and within the certified (linear) range of the analysis;
- Documentation that data and calculations were checked by a reviewer who was not involved in the performance sampling, analysis, or data reduction;
- Qualitative and quantitative data used in determining the presence and concentration of the target compounds;
- Calibration data associated with specific methods and instruments;
- Routine instrument checks (calibration, control samples, etc.);
- Documentation on traceability of instrument standards, samples, and data;
- Documentation on analytical methodology and QC methodology;
- The potential presence of interferences in analytical methods (check of reference blanks and spike recoveries);
- Documentation of routine maintenance activity to ensure analytical reliability; and
- Documentation of sample preservation and transport.

All data generated will be assessed for accuracy, precision, and completeness. Data assessment techniques will include routine quality control checks and system audits.

Accuracy will be assessed from measurements of NIST SRMS or samples spiked with known concentrations of reference materials. The assessment for accuracy will be independent of the routine calibration process (e.g., reference materials will be obtained from independent sources and will be prepared independently). Control charts will be maintained to provide a timely assessment of precision of measurement functions.

### **6.8.3 Reduction**

Data reduction frequently includes computation of analytical results from raw instrument data and summary statistics, including standard errors, confidence intervals, test of hypothesis relative to the parameters, and model validation.

Data reduction procedures that the laboratory will utilize address the reliability of computations and the overall accuracy of the data reduction. The numerical transformation algorithms used for data reduction will be verified against a known problem set to ensure that the reduction methods are correct.



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The equations and the typical calculation sequence that should be followed to reduce the data to the acceptable format are instrument- and method-specific. Where standard methods are modified, data reduction techniques will be described in a report accompanying the data.

Auxiliary data produced for internal records and not reported as part of the analytical data include the following: laboratory work sheets, laboratory notebooks, sample tracking system forms, instrument logs, standard records, maintenance records, calibration records, and associated quality control. These sources will document data reduction and will be available for inspection during audits and to determine the validity of data.

Outliers will be identified by the USAEC, or CLP control chart program. The rationale used for data acceptance or rejection will be described and documented.

### **6.8.4 Reporting**

Chemical data shall be reported in the USAEC Installation Restoration Data Management Information System (IRDMIS) or other client specified data management system. The analyst shall quantify each analyte in the method blank and spiked QC sample each day of analysis. Method blank data shall generally be reported as "less than" the CRL for each analyte. Values detected above CRL shall be reported as determined, with entry into the data management system in terms of concentration. Processing of additional sample lots will not occur until the results of the previous lots have been calculated, plotted on control charts as required, and the entire analytical method shown to be in control. Detailed description of IRDMIS is provided in Section 7.0 of this QAPP.



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**Table 6-7. CLP CRQLs for TCL Volatile Organic Compounds**

Chemical	HDMMS Acronym	CRQL
		(ug/L)
Methylene chloride	CH2CL2	10.0
1,1-Dichloroethane	11DCLE	10.0
trans-1,2-Dichloroethylene	12DCE	10.0
1,1-Dichloroethylene	11DCE	10.0
Chloroform	CHCL3	10.0
1,2-Dichloroethane	12DCLE	10.0
1,1,1-Trichloroethane	111TCE	10.0
Carbon tetrachloride	CCL4	10.0
Trichloroethylene	TRCLE	10.0
Benzene	C6H6	10.0
1,1,2-Trichloroethane	112TCE	10.0
Tetrachloroethylene	TCLEE	10.0
Toluene	MEC6H5	10.0
Chlorobenzene	CLC6H5	10.0
Ethylbenzene	ETC6H5	10.0
1,2-Dichloropropane	12DCLP	10.0
cis-1,3-Dichloropropylene	C13DCP	10.0
Vinyl chloride	C2H3CL	10.0
Chloroethane	C2H5CL	10.0
Chloromethane	CH3CL	10.0
Bromoform	CHBR3	10.0
Dibromochloromethane	DBRCLM	10.0
trans-1,3-Dichloropropylene	T13DCP	10.0
1,1,2,2-Tetrachloroethane	TCLEA	10.0
Bromodichloromethane	BRDCLM	10.0
Bromomethane	CH3BR	10.0
Acetone	ACET	10.0
Carbon disulfide	CS2	10.0
2-Butanone	MEK	10.0
4-Methyl-2-pentanone	MIBK	10.0
Styrene	STYR	10.0
Xylene	XYLEN	10.0

Quantitation limits listed for solids are based on wet weight. The quantitation limits calculated by the laboratory, calculated on dry weight basis as required by contract, will be higher.





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**Table 6-8. CLP CRQLs for TCL Semivolatile Organic Compounds**

Chemical	IRDMIS Acronym	CRQL
		(ug/L)
Phenol	PHENOL	10
Bis(2-chloroethyl) ether	B2CLEE	10
2-Chlorophenol	2CLP	10
1,3-Dichlorobenzene	13DCLB	10
1,4-Dichlorobenzene	14DCLB	10
1,2-Dichlorobenzene	12DCLB	10
2-Methylphenol	2MP	10
Bis(2-chloroisopropyl) ether	B2CIPE	10
4-Methylphenol	4MP	10
N-Nitrosodi(n-propyl)amine	NNDNPA	10
Hexachloroethane	CL6ET	10
Nitrobenzene	NB	10
Isophorone	ISOPHR	10
2-Nitrophenol	2NP	10
2,4-Dimethylphenol	24DMPN	10
Bis(2-chloroethoxy)methane	B2CEXM	10
2,4-Dichlorophenol	24DCLP	10
1,2,4-Trichlorobenzene	124TCB	10
Naphthalene	NAP	10
4-Chloroaniline	4CANIL	10
Hexachlorobutadiene	HCBBD	10
4-Chloro-3-methylphenol	4CL3C	10
2-Methylnaphthalene	2MNAP	10
Hexachlorocyclopentadiene	CL6CP	10
2,4,6-Trichlorophenol	246TCP	10
2,4,5-Trichlorophenol	245TCP	25
2-Chloronaphthalene	2CNAP	10
2-Nitroaniline	2ANIL	25
Dimethyl phthalate	DMP	10
Acenaphthylene	ANAPYL	10
2,6-Dinitrotoluene	26DNT	10
3-Nitroaniline	3NANIL	25
Acenaphthene	ANAPNE	10
2,4-Dinitrophenol	24DNP	25



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**Table 6-8. CLP CRQLs for TCL Semivolatile Organic Compounds (cont.)**

Chemical	IRDMIS Acronym	CRQL
		(µg/L)
4-Nitrophenol	4NP	25
Dibenzofuran	FURANS	10
2,4-Dinitrotoluene	24DNT	10
Diethyl phthalate	DEP	10
4-Chlorophenyl phenyl ether	4CLPPE	10
Fluorene	FLRENE	10
4-Nitroaniline	4NANIL	10
4,6-Dinitro-2-methylphenol	46DN2C	10
N-Nitrosodiphenylamine	NNDPA	10
4-Bromophenyl-(phenyl)ether	4BRPPE	10
Hexachlorobenzene	CL6BZ	10
Pentachlorophenol	PCP	10
Phenanthrene	PHANTR330	10
Anthracene	ANTRC	10
Di(n-butyl) phthalate	DNBP	10
Fluoranthene	FANT	10
Pyrene	PYR	10
Butyl benzyl phthalate	BBZP	10
3,3'-Dichlorobenzidine	33DCBD	10
Benz(a)anthracene	BAANTR	10
Di(n-octyl) phthalate	DNOP	10
Benzo(b)fluoranthene	BBFAN	10
Benzo(k)fluoranthene	BKFANT	10
Benzo(a)pyrene	BAPYR	10
Indeno(1,2,3-cd)pyrene	ICDPR	10
Dibenz(a,h)anthracene	DBAHA	10
Benzo(g,h,i)perylene	BGHIPY	10

\* Quantitation limits listed for solids are based on wet weight. The quantitation limits calculated by the laboratory, calculated on dry weight basis as required by the contract, will be higher.



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**Table 6-9. CLP CRQLs for Pesticides/Aroclors**

Chemical	IRDMS Acronym	CRQL
		(µg/L)
alpha-BHC	ABHC	0.05
beta-BHC	BBHC	0.05
delta-BHC	DBHC	0.05
gamma-BHC (Lindane)	LIN	0.05
Heptachlor	HPLC	0.05
Aldrin	ALDRN	0.05
Heptachlor epoxide	HPCLE	0.05
Endosulfan I	AENSLF	0.05
Dieldrin	DLDRN	0.10
4,4'-DDE	PPDDE	0.10
Endrin	ENDRN	0.10
Endosulfan II	BENSLF	0.10
4,4'-DDD	PPDDD	0.10
Endosulfan sulfate	ESFSO4	0.10
4,4'-DDT	PDDDT	0.10
Endrin ketone	ENDRNK	0.10
Methoxychlor	MEXCLR	0.50
Endrin aldehyde	ENDRNA	0.10
alpha-Chlordane	ACLDAN	0.05
gamma-Chlordane	GCLDAN	0.05
Toxaphene	TXPHEN	5.0
AROCLOR-1016	PCB016	1.0
AROCLOR-1221	PCB021	2.0
AROCLOR-1232	PCB232	1.0
AROCLOR-1242	PCB242	1.0
AROCLOR-1248	PCB248	1.0
AROCLOR-1254	PCB254	1.0
AROCLOR-1260	PCB260	1.0



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**Table 6-10. CLP CRQLs for Dioxins and Furans**

Chemical	CRQL
	(ng/L)
2,3,7,8-Tetrachlorodibenzo-p-dioxin	10
2,3,7,8-Tetrachlorodibenzofuran	10
1,2,3,7,8-Pentachlorodibenzofuran	25
1,2,3,7,8-Pentachlorodibenzo-p-dioxin	25
2,3,4,7,8-Pentachlorodibenzofuran	25
1,2,3,4,7,8-Hexachlorodibenzofuran	25
1,2,3,6,7,8-Hexachlorodibenzofuran	25
1,2,3,4,7,8-Hexachlorodibenzo-p-dioxin	25
1,2,3,6,7,8-Hexachlorodibenzo-p-dioxin	25
1,2,3,7,8,9-Hexachlorodibenzo-p-dioxin	25
2,3,4,6,7,8-Hexachlorodibenzofuran	25
1,2,3,7,8,9-Hexachlorodibenzofuran	25
1,2,3,4,6,7,8-Heptachlorodibenzofuran	25
1,2,3,4,6,7,8-Heptachlorodibenzo-p-dioxin	25
1,2,3,4,7,8,9-Heptachlorodibenzofuran	25
Octachlorodibenzo-p-dioxin	50
Octachlorodibenzofuran	50

\*Quantitation limits listed for solids are based on wet weight. The quantitation limits calculated by the laboratory, calculated on dry weight basis as required by the contract, will be higher.



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**Table 6-11. CLP CRDLs for TAL Inorganics**

Chemical	IRDMIS Acronym	CRDL*
		(µg/L)
Aluminum	AL	200
Antimony	SB	60
Arsenic	AS	10
Barium	BA	200
Beryllium	BE	5
Cadmium	CD	5
Calcium	CA	5,000
Chromium	CR	10
Cobalt	CO	50
Copper	CU	25
Cyanide	CN	10
Iron	FE	100
Lead	PB	3
Magnesium	MG	5,000
Manganese	MN	15
Mercury	HG	0.2
Nickel	NI	40
Potassium	K	5,000
Selenium	SE	5
Silver	AG	10
Sodium	NA	5,000
Thallium	TL	10
Vanadium	V	50
Zinc	ZN	20

\* The 1991 CLP SOW does not state CRDLs for inorganics. The CRDLs presented for aqueous samples are representative only of the ICAP analysis because the CRDLs for other analyses are not specified. The CRDLs presented for soil originated from the 1987 CLP SOW and represent ICAP analysis, with the exception of: GFAA for arsenic, selenium, and lead; CVAA for mercury; and autoanalyzer for cyanide.



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**Table 6-12. USAEC Reporting Limits for Explosives**

Chemical	IRDMIS Acronym	CRL	URL
		(µg/L)	(µg/g)
Nitrobenzene	NE	1.07	54.9
1,3-Dinitrobenzene	13DNB	0.519	40.1
1,3,5-Trinitrobenzene	135TNB	0.626	42.1
2,4,6-Trinitrotoluene	246TNT	0.588	40.2
2,4-Dinitrotoluene	24DNT	0.612	40.2
2,6-Dinitrotoluene	26DNT	1.15	52.4
Nitroglycerin	NG	NA	NA
Pentaerythritol tetranitrate	PETN	NA	NA
Cyclotetramethylene tetranitramine	HMX	1.65	28.9
Cyclotrimethylene trinitramine	RDX	2.11	43.9
N-Methyl-N,2,4,6-tetranitroaniline	TETRYL	0.556	44.5

NA Not applicable; these compounds are not certified in the aqueous analysis of explosives.



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**Table 6-13. USAEC Reporting Limits for CSM Degradation Products and Total Phosphorous**

Chemical	IRDMIS Acronym	CRL	URL
		µg/L	µg/L
1,4-Dithiane	DITH	1.11	22.2
1,4-Oxathiane	OXAT	1.98	39.5
u-Chlorophenyl methylsulfone	CPMS02	4.72	106
u-Chlorophenyl methyl sulfide	CPMS	1.26	25.3
u-Chlorophenyl methyl sulfoxide	CPMSO	4.23	106
Benzathiazole	BTZ	2.11	42.2
Dimethyl disulfide	DMDS	1.14	22.8
Diisopropyl methylphosphonate	DIMP	10.5	210
Dimethyl methylphosphonate	DMMP	15.2	305
Methylphosphonic acid	MPA	128	9,000
Isopropyl methylphosphonic acid	IMPA	100	9,000
Thiodiglycol	TDGCL	187	4,880
Total phosphorus	TPO4	13.3	500

**Table 6-14. CLP Reporting Limits for Herbicides**

Chemical	IRDMIS Acronym	CRL	URL
		µg/L	µg/L
Bromocil	BRMCL	TBD	TBD
2,4-D	24D	0.802	2.52
2,4,5-T	245T	TBD	TBD
Silvex	SILVEX	0.170	1.36

TBD - To Be Determined



## 7.0 IRDMIS

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The Installation Restoration Data Management Information System (IRDMIS) is an integrated system for the collection, validation, storage, retrieval, and presentation of USAEC Installation Restoration Program (IRP) and base closure data. IRDMIS PCTool provides the ability to enter chemical, geotechnical, and map file data. Each contractor is supplied with the appropriate microcomputer-based software to allow for record entry, error checking, and quality control for chemical, geotechnical, and map file data. Records accepted by the local error checking program are then transmitted through a Bulletin Board System (BBS) AT&T Model 3B2 minicomputer, which is centrally located at USAEC's Edgewood, MD facility. Subsequent processing at the central site (duplicate error check) results in an elevation of the accepted records to a higher file "level" and the eventual updating of installation-specific data bases in a Pyramid system.

### 7.1 DATA MANAGEMENT

There are three levels of data recognized in the IRDMIS. Level 1 consists of all files on the JEG and laboratory microcomputers that have been entered or generated by the error checking program. The only Level 1 files that are present on the Pyramid system are program files. Program files are composed of several elements. An element may contain various contractor-written utilities or programs, add-streams, or other commonly used sets of commands.

It is anticipated that error-free files will be transmitted on a weekly basis to the Pyramid system. The JEG and laboratory terminals will be linked to the network using software supplied by USAEC and a Hayes-compatible modem. Terminal usage logs will be established and maintained as a permanent record of communications. If communications cannot be established and maintained, JEG will seek optional means, where needed, for forwarding the data to USAEC. To verify acceptance, each file will be processed through an error checking program that is identical to the one on JEG's microcomputer. Accepted files will then be sent to the Pyramid. Should any files fail this final error check, JEG will be notified and required to correct detected errors and retransmit the data.





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Upon arrival at the Pyramid system, the files will be classified as Level 2 files. These records will be protected by write keys and, therefore, they may not be modified by JEG. They may be read by JEG, provided the appropriate read key is specified. All Level 2 files will be the responsibility of USAEC. Level 2 files will exist only until the data are loaded into the appropriate installation data base; normally within 10 working days.

Data in the installation data base are considered Level 3 data. They may be accessed by JEG using USAEC-supplied report programs and the appropriate read key; however, they are protected from changes by a write key. The installation data bases are the responsibility of USAEC.

Data management will begin when USAEC transmits a request for analytical services to the laboratory, stating the number, type, sample numbers, methods for analysis, and any other information necessary for the laboratory to plan a particular job. Data files of initial input information, including map location files, a certification status check, sample ID number, parameters, dates, etc. will be established as sample containers and chain of custody documentation are prepared for shipment to the field sampling team.

While in the process of collecting, documenting, packaging, and shipping samples to the laboratory, the field sampling team will transfer sample data from their notebooks to field parameter forms. Once the samples arrive at the laboratory, this information will be used to create Level 1 data files in the IRDMIS. Status information (e.g., date sampled, date received, data extraction/analysis due) will form a part of the record.

Each step in the analytical process will result in updates to the data files. The operation performed (e.g., preparation, extraction, analysis, data review, data package prepared), the data obtained, and the date that each step was completed will be entered into the system and made available for status checks. The laboratory will validate the data, perform error-checking and correction using the USAEC routines, and transmit the Level 1 files to USAEC, via the 3COM communications network. Hard-copy documentation will also be transferred from the laboratory to USAEC.



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Once the Level 1 files have been processed at USAEC, the PDC will transmit any required corrections, then generate a backup tape copy. This step will be completed within 50 days after the samples have been collected. The laboratory will archive copies of all analytical data, including original instrument magnetic tapes, in perpetuity. Records will also be maintained, so that historical summaries of all analyses may be generated by site, by client, or by sample type. Refer to Figure 7-1 for a summary diagram of how this data will be handled.

### **7.2 PROJECT DATA**

Data for entry into the IRDMIS and generated during this project will consist of geotechnical data and sampling/analytical data. The types, origin, IRDMIS files, and handling of these data are described below.

#### **7.2.1 Geotechnical Data**

One IRDMIS geotechnical data file will be generated by the Field Team activities during the at APG. The Geotechnical Map File (GMA) will contain information about the location of all samples collected as part of the project.

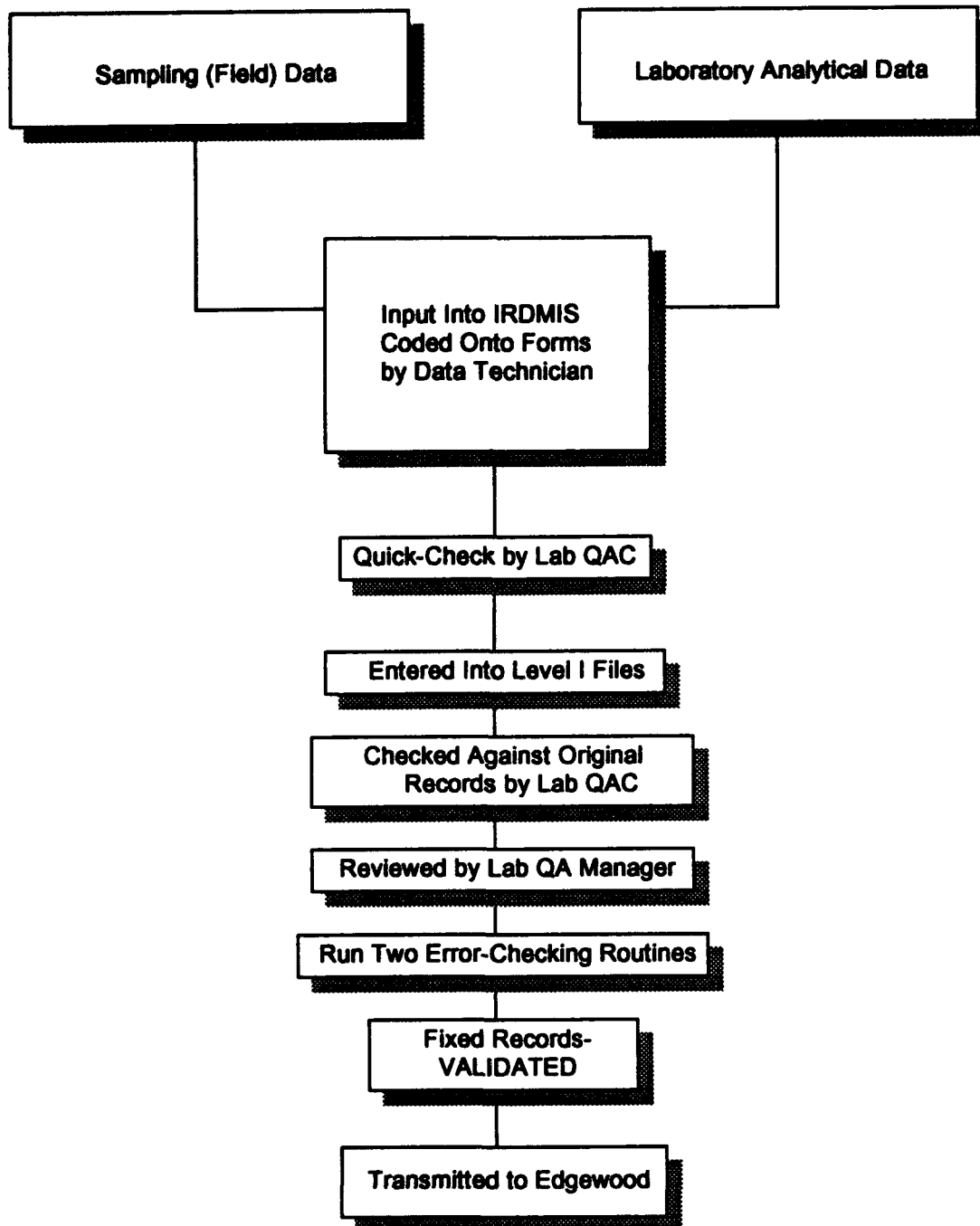
#### **7.2.2 Map File Data**

The map file is a listing of sample sites and corresponding north and east coordinates. Map files must be created prior to entry of any other type of sample site data into the IRDMIS. Before sampling is initiated, site coordinates are usually established and entered into the map file. A map file data form will be prepared from data contained in the field sampling logbooks. These data are entered into the computer by the Program Data Coordinator, and a computer printout of the file is checked and corrected by the Task Manager or designee. The data are submitted to USAEC in Level 1 and subsequently validated by the QA Supervisor. Once validated, this map file is elevated to Level 2. This must take place before any other data is processed.



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**Figure 7-1. Data Management Scheme**



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### **7.3 SAMPLING AND ANALYTICAL DATA**

Data from analyses performed by the laboratory are input into various chemical data files, including CGW (groundwater), CSW (surface water), CSE (sediment), CSO (soil data), and CQC (QC data). Data from sampling activities that are required by the laboratory will be submitted by the sampling team on field parameter forms along with the samples. The sampling organization will also be responsible for generation of all map files, as described above. A description of sampling and analytical data generation and manipulation is provided below.

Sampling data will be collected in the field in a permanently bound notebook (log). Portions of the information will be transferred to a three-part field parameter form. This information will include the site type, site ID, sampling date and time, field sample number, sample depth (if applicable), and the sampling technique. This form will accompany the samples to the laboratory so that the information can be encoded prior to sample analysis. A complete list of required information is presented in Table 7-1. In addition, each sample container will be annotated in waterproof ink with the installation name, sample number, sampling date, analytes, and preservatives. A chain-of-custody form will also be completed in the field and will accompany the samples to the laboratory, along with the field parameter form (see Appendix A for sample forms).

Collection of analytical data will begin when samples arrive at the laboratory. A laboratory technician will first verify that the samples noted on the chain-of-custody form coincide with the sample containers being delivered. If any containers are broken or missing, the chain-of-custody form will be annotated and the Task Manager will be notified immediately. Samples will then be logged into a project-specific notebook and the computerized laboratory data management system according to parameter code, site ID, and laboratory sample number. The field parameter and chain-of-custody forms will then be submitted to a laboratory data technician for later correlation with the analytical results.



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**Table 7-1. List of Sampling Data**

- Installation
- Field Sample Number
- Matrix
- Sampling Depth (if applicable)
- Sampling Date and Time
- Sampling Location
- Method of Sampling
- Analytes
- Preservatives
- Significant Observations
- Printed Name and Signature of Sampler
- Number of Samples Taken
- Temperature, pH, Conductivity, Oxidation/Reduction Potential, Dissolved Oxygen,  
and Turbidity of Water Sampled
- Number of Shipping Containers
- Date of Shipment



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Upon receipt of the sample log information, the laboratory Quality Assurance Coordinator (QAC) will assign analytical lot numbers to the samples in accordance with USAEC procedures. The first three letters of the six-character sample code will designate the analytical lot, while the remaining three digits will indicate the sample number within the lot (e.g., AAB006 indicates the sixth sample in lot AAB). All quality control samples required for each analytical lot (e.g., method blank, control spike at two times the certified reporting limit (CRL), and two control spikes at ten times the CRL) will also receive USAEC sample numbers. The data technician will enter the sample information into the IRDMIS to generate partially-completed data coding forms.

When the samples are taken from storage for analysis, the chain-of-custody (COC) form will be signed by the Data Analyst to acknowledge receipt of the samples for processing. When analyses are complete, the Data Analyst will reduce the data for QC samples to determine if the analyses were in control. The QC results will then be reviewed by the Laboratory Section Manager and forwarded to the QAC for verification. If the QAC agrees that the data are in control, the Data Analyst will be directed to proceed with data reduction for the samples. Concentrations of contaminants in extracts will be determined from instrumental responses of the extracts applied to the instrument calibration curve. The resultant concentration will then be modified by applying the appropriate dilution/concentration and sample weight or volume to obtain a final reportable concentration in the original matrix. For soils, results will not be corrected for moisture; however, percent moisture is reported with the analytical results. Aqueous results will be reported in units of micrograms per liter ( $\mu\text{g/l}$ ).

The data will contain no more than three significant digits and will be rounded to the appropriate number of significant digits, based on certification class and dilution, only after all calculations have been completed. When samples are diluted into a certified range, the reported concentration will contain one less significant digit than an undiluted sample. Values less than the certified reporting limit will be reported as "less than" the CRL. If a sample is diluted below the CRL, the value will be reported as "less than" the CRL multiplied by the dilution factor to more accurately reflect the observable limit. The dilution factor will be reported with the data. Method blank values will not normally be subtracted from sample results submitted to USAEC; however, method blank corrections may be made in accordance with the USAEC QA Program (1990).



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When data reduction has been completed for the samples, all data (whether on magnetic media or hard-copy) will be transmitted to USAEC. The correlation of the analytical and field data will be performed by Potomac Research Incorporated (PRI). Table 7-2 lists the information that is required for the IRDMIS. Further data processing is described in the next section.



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**Table 7-2. IRDMIS Geotechnical and Chemical Data Entry**

IRDMIS DATA ENTRY ELEMENTS	GEOTECHNICAL DATA ENTRY	CHEMICAL DATA ENTRY
Installation	X	X
Laboratory		X
Sample		X
Test Method		X
Measurement Units		X
Analyst		X
Sample Number		X
File Name	X	X
Site Type	X	X
Site ID	X	X
Field Sampler Number	X	X
Sample Date	X	X
Sample Program		X
Sample Depth (cm)	X	
Sample Technique	X	
Lab Analysis Number		X
Sample Preparation Date		X
Analysis Date		X
Test Name		X
Measurement Boolean		X
Uncorrected Measurement Value		X
Dilution Factor		X
Percent Moisture		X
Internal Standard Code		X
QC Test		X
QC Spike Value		X





## **8.0 SYSTEM CONTROLS**

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This section discusses document control, QC samples, control charts, and out-of-control conditions.

### **8.1 DOCUMENT CONTROL**

The goal of the Document Control Program is to ensure that all project documents issued or generated will be accounted for upon completion of the project. SOP 015 summarizes document control procedures.

All documents used or generated during the course of the project are accounted for and become a part of the project files upon completion of the task. These may include but are not limited to the following:

- Sample identification documents and field logbooks;
- Chain-of-custody records;
- Project deliverables (e.g., cluster-specific reports, audit reports);
- Analytical logbooks, laboratory data, calculations, graphs, strip charts, field logs, and software;
- Reports and correspondence material; and
- Photographs, maps, and drawings.

When an error is made on an accountable document, corrections are made by drawing a single line through the error and entering the correct information. The correction must also be initialed and dated. A brief explanation is provided explaining the reason the correction was made.

Controlled documents which are sensitive to timing or approvals will use a document control format in the upper right corner which includes:

- Document;
- Section number;
- Revision number;
- Date of revision; and
- Page\_\_ of \_\_.



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A distribution list of controlled documents will be maintained by the JEG Project Manager (or designee), who will ensure that revisions are distributed to all addressees.

After work on a task has been completed (and while the task is still open) all accountable documents generated or used for the task work will be assembled and located in a secure storage location at JEG's Washington, D.C. office. All accountable task documentation will then be inventoried by the JEG Task Manager. Following the completion of the task, all documentation will be returned to EMO and the APG-EA POC where all documentation will enter final storage for evidentiary purposes.

### 8.2 LABORATORY QUALITY CONTROL SAMPLES

Laboratory QC samples are prepared and analyzed internally to provide quantitative evidence supporting the performance of the analytical system, and demonstrate that the sensitivity is analogous to the level achieved during certification. The QC samples are prepared by the person conducting the first step of the analytical method. QC samples will be blind to the analyst conducting the actual analysis.

Laboratory quality control samples include the following:

- **Method blank** is a standard matrix sample to which no analyte of interest has been added that is processed in the same manner as samples, to ensure that the apparatus and reagents used are not contributing contaminants to the analysis.
- **Replicate** is a duplicate sample created in the laboratory that is extracted and analyzed in order to demonstrate the precision of the method of analysis.
- **Surrogate standard** is a pure compound added to every sample to monitor the recovery and to verify the efficiency of the extraction and analysis procedure. Recovery is the percent difference between the concentration spiked and the concentration quantitated by the method.
- **Matrix spike** is a known amount of target analyte added to the sample and which is then carried through the complete analytical method in order to demonstrate the accuracy of the method of analysis.
- **Matrix spike duplicate** is a duplicate of the matrix spike performed in order to demonstrate the precision of the spiking procedure.



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- **Laboratory control standard** is a standard that can be traced to an alternate source than the working standard that is analyzed to verify the integrity of the working standard.

The number of laboratory QC samples analyzed is dependent upon the method of analysis. For specific information regarding the number of laboratory QC samples analyzed, please refer to the analytical method.

### **8.3 CONTROL CHARTS**

Where applicable, control charts will be used to monitor the trends and variations in the accuracy and precision of analytical analyses. The control chart shall contain the following:

- Title, analyte, method number, and laboratory name;
- Spike concentration;
- Three-letter lot designation and analysis date for each point along the abscissa;
- Percent recovery (X charts) or Range (R charts) along the ordinate;
- Upper and lower control limits; and
- Upper and lower warning limits.

Criteria and formats for control chart construction can be found in the USAEC QA Program (1990).

### **8.4 OUT-OF-CONTROL CONDITIONS**

Situations arising from failure to adhere to standard operating procedures, policies, and protocols mandated by the USEPA CLP and USAEC QA program requirements have the potential to adversely affect data quality. All out-of-control situations for all project aspects will be investigated and appropriate corrective actions instituted. Areas in which operator error is normally associated with out-of-control conditions include:



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- Failure to achieve calibration;
- Recordkeeping omissions;
- Improper sampling techniques;
- Improper sample storage and preservation; and
- Poor analytical protocols.

The detection of out-of-control conditions warrants some type of corrective action. Section 12.0 of this plan provides protocols for documenting corrective action.



## **9.0 PREVENTIVE MAINTENANCE**

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Instrument maintenance, both routine and preventive, will be performed as required by manufacturer's instructions. A preventive maintenance plan allows for periodic instrumentation checks for problems that occur frequently. The objective of a preventive maintenance plan is to rectify equipment problems before they become serious. Preventive maintenance also brings attention to those areas of the instrument susceptible to degradation from aging, toxic/corrosive attack, and clogging due to environmental factors.

Procedures for preventive maintenance are contained in each instrument's manual under the maintenance/troubleshooting sections. Each piece of equipment will have an associated SOP detailing the calibration/maintenance instructions. Equipment failing calibration specifications will be identified with a red warning label and will not be used for sample analysis until it is returned to its correct operating order.

Equipment requiring calibration will have an assigned record number which is permanently affixed to the instrument. A label will be affixed to each instrument containing the following information:

- Description;
- Manufacturer;
- Model number;
- Serial number;
- Date of last calibration or maintenance;
- Name of person who performed calibration or maintenance; and
- Date of next servicing.

## **9.1 CALIBRATION/MAINTENANCE FREQUENCY SCHEDULE**

Schedules for calibration/maintenance must be accomplished at the manufacturer's recommended frequency, unless prior experience dictates a more frequent schedule. Should a schedule not be provided by the manufacturer, the calibration group servicing the equipment must provide a written calibration and maintenance frequency. A list of critical spare parts for field equipment is provided in the respective equipment user's manual.



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**9.1.1 Field Equipment Calibration/Maintenance Frequency and Calibration Standards**

For purposes of preventive maintenance, field equipment in storage will be calibrated by JEG according to the following schedule:

***Photoionization Detector:***

MICROTIP IS-3000: Every 30 days while in storage and daily before use.

***Flame Ionization Detector:***

FOXBORO 128: Every 30 days while in storage and daily before use.

***Water Quality Analyzer:***

YSI 3800: Daily while in use.

Conductivity, temperature, pH meters, and field soil gas equipment are calibrated only in the field. The particular standards to which the PID and FID are calibrated by the JEG Equipment Manager are specified below:

***Photoionization Detector Calibration Standards:***

Benzene (C<sub>6</sub>H<sub>6</sub>) 1010 ppm +/- 1%, balance: Air.

Benzene (C<sub>6</sub>H<sub>6</sub>) 100 ppm +/- 1%, balance: Air.

Benzene (C<sub>6</sub>H<sub>6</sub>) 10 ppm +/- 1%, balance: Air.

Isobutylene (I-C<sub>4</sub>H<sub>8</sub>) 100 ppm +/- 2%, balance: Air.

***Organic Vapor Analyzer Calibration Standards:***

Methane (CH<sub>4</sub>) 5 ppm +/- 5%, balance: Air.

Methane (CH<sub>4</sub>) 95 ppm +/- 5%, balance: Air.

Methane (CH<sub>4</sub>) 950 ppm +/- 2%, balance: Air.

Analytical accuracy of all calibration gases is traceable to Standard Reference Materials (SRMS) from the National Bureau of Standards (NBS).

**9.1.2 Laboratory Calibration/Maintenance Frequency Schedule**

The contract laboratory will be responsible for maintaining calibration and maintenance of all laboratory equipment. A list of critical spare parts for laboratory equipment can be found in the Contract Laboratories' Quality Assurance Program Plans and/or SOPs.



## 10.0 RECORDKEEPING

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Bound logbooks shall be utilized for all recordkeeping purposes both in the field and laboratory. The field logbook SOP can be found in Appendix A (SOP 003 and SOP 016). It is assumed that the use of the bound book will result in a chronological sequence of data insertion. All logbooks will contain a unique document control number. If corporate controlled logbooks are used, the document control number will be on all pages. Non-corporate controlled logbooks will be bound, and the document control number need only be contained on the document cover. All pages will be numbered, but numbered pages may be limited to pages with information.

To facilitate data validation, the person making an entry must sign and date the entry. All entries must be recorded in waterproof ink. Correction to entries shall be made by drawing a line through the incorrect entry, recording the correct information, and initialling and dating the corrected entry.

If computerized information is utilized, a hard copy which has been permanently affixed to the logbook will be acceptable as an original record of sampling and laboratory logging.

Logbooks containing information specific to the project shall be forwarded to EMO at the end of the project. Should the need for corporate controlled logbooks arise, copies of all relevant logbook pages shall be submitted.

## 10.1 SAMPLING

Logbooks for sampling and field investigation purposes must meet the requirements specified by SOP 003 and SOP 016 (Appendix A). They must be bound, and entries recorded in waterproof ink. The logbook must contain information to distinguish samples from each other. The following information should be included for each sample collected:

- EMO project;
- Field sample number;
- Matrix sampled;
- Sample depth;



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- Sampling date and time;
- Specific sampling location;
- Method of sampling;
- Preservation techniques;
- Filtration method;
- Analytes of interest;
- Volume of water removed during well purging;
- Sampling observations;
- Results of field measurements;
- Printed name and signature of samplers;
- Date of shipment;
- Number of shipping containers, and
- Samples sent and carrier bill of lading number.

## **10.2 LABORATORY RECORDS**

### **10.2.1 Laboratory Logging**

Once samples have been received by the laboratory, they shall be logged into a bound laboratory notebook. Information necessary for the logbook includes:

- Field sample number;
- Laboratory receipt date;
- Condition in which sample arrived;
- Analysis requested; and
- Sample identification number.

### **10.2.2 IRDMIS Sample Identification Numbers**

Data reporting to IRDMIS requires that each aliquot of a sample be assigned a six-character sample identification number. The number is composed of two three character designations.





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The first three characters define the analytical lot, which is based upon the number of samples capable of being processed in a 24-hour period. The last three characters pertain to the sequential order in which the instrumental analysis will be performed within the lot.

Different lot designations are used for each analytical method. Multi-analyte methods have the same lot designation for each analyte in a single sample aliquot. Should the contractor laboratory utilize an internal numbering system, the correlation to the Contractor-assigned sample identification number shall be provided in the logbook.

### **10.2.3 Analytical Records**

**10.2.3.1 Reference Materials.** Bound logbooks must be maintained of all reference materials used for analytical purposes on the project. The record must include the following information:

- Date of receipt;
- Source;
- Purity;
- Composition;
- Storage conditions; and
- Expiration date.

**10.2.3.2 Sample Handling.** All personnel involved in performing any aspect of the analytical protocol must maintain a record of the activities in a bound logbook. Although this logbook must be specific to the operation, it need not be operator specific. The logbook should be signed and dated daily and contain the following information:

- Samples handled;
- Standards used;
- QC samples prepared;
- Procedures used; and
- Resultant calculations.



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**10.2.3.3 Instrument Operation.** Each instrument must have a dedicated logbook. Information in the logbook must reflect routine and emergency maintenance activities, tuning, absolute and chemical curve calibration, and all analytical activities conducted on the instrument. A new page must be started daily during equipment operation. Information to be included for each page consists of:

- Date, operator, and project name;
- Description of any instrument maintenance or modification;
- Tuning and calibration activities;
- Instrument settings;
- Instrument operating conditions; and
- Samples analyzed.

The use of automated data acquisition systems will require recording a reference to the data file for each standard or sample.

Hard copy data output from integrators and chromatograms should have the following information clearly evident on the printout:

- Analysis date and time;
- Test name and sample number;
- Reference to the calibration curve used for quantitation;
- Logbook reference to recorded analytical activities; and
- Identification of chromatographic peaks.



## 11.0 AUDITS

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This section discusses performance and system audits used to monitor the capability and performance of the total measurement system to evaluate the quality of operation in the field and in the laboratory. A performance audit is a planned independent check of the operation of a system to obtain a quantitative measure of the quality of data generated, and involves the use of standard reference samples or materials which are certified as to their chemical composition of physical characteristics. System audits are of a qualitative nature and consist of on-site review of a system's quality assurance system and physical facilities for sampling/analysis, calibration, and measurement. JEG will be responsible for auditing field activities and the analytical laboratories.

### 11.1 FIELD SYSTEM AUDITS

A field QA audit will be conducted during the first few days of each field activity (i.e., once for collection of surface water, sediment, surface soil, and sludge, and a second time for groundwater sampling) to determine if the field teams are following protocols delineated in this QAPP. The audit will be performed by JEG's QA Manager or an appropriate designee. The field QA auditor will monitor to determine whether requirements stated in the QAPP are being met. The QA Manager will check for performance of the following items during the course of the audit:

- Copies of the site Health and Safety Plan (HASP) and QAPP are on-site and accessible to the sampling teams;
- The field instruments are of the proper type, and have been properly calibrated, and all calibrations have been recorded in a permanent bound logbook.
- All information listed in the SOP for field logbooks is recorded in a permanent bound log in indelible ink;
- Samples are collected from the least contaminated to the most contaminated locations;
- Sample collection procedures are performed as per the QAPP using the proper sampling equipment, sample containers, and preservatives. Samples are placed on ice immediately after collection;
- Field parameters (pH, temperature, conductivity, dissolved oxygen, oxidation reduction potential, and turbidity) are taken for groundwater samples. Groundwater samples should not be taken until at least four rounds of measurements have been taken and parameters have stabilized (See SOP 013);



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- Sample bottles are properly packaged as per the QAPP for shipment (including sealing with appropriate custody seals);
- Chain-of-custody forms include all information listed in the SOP; and,
- Sampling equipment is properly decontaminated between sample locations, as detailed in the QAPP.

During the audit, actions will be taken on the spot by the QA manager to ensure that field sampling is conducted in accordance with the QAPP and the project Work Plan. The QA manager will document any deficiencies encountered during the audit and any actions taken in the field to correct potential problems. If the QA manager has serious concerns about field QA in his initial audit, he may call one or more additional QA audits. Results of the audit will be maintained at the JEG office in Washington, DC as part of the QA documentation.

## **11.2 LABORATORY SYSTEM AUDITS**

The contract laboratory will be evaluated at a frequency dictated by the laboratory's performance, and will include a quality assurance on-site evaluation to inspect the Contractor's facilities to verify the adequacy and maintenance of instrumentation, the continuity of personnel meeting experience or education requirements, and the acceptable performance of analytical and QC procedures. The items to be monitored include, but are not limited to, the following:

- Size and appearance of the facility;
- Quantity, age, availability, scheduled maintenance and performance of instrumentation;
- Availability, appropriateness, and utilization of SOPs;
- Staff qualifications, experience, and personnel training programs;
- Reagents, standards, and sample storage facilities;
- Standard preparation logbooks and raw data;
- Bench sheets and analytical logbook maintenance and review; and
- Review of the laboratory's sample analysis/data package inspection procedures.



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A formal audit report will be provided to the Project Manager, Laboratory Task Manager, and EMO. Results of the audit will be documented and maintained as part of the QA documentation.

### **11.3 PERFORMANCE AUDIT**

EPA Region III may submit a spiked performance evaluation (PE) sample to the sampling team leader. This sample will be submitted to the laboratory with the environmental samples. The sample will be analyzed for any analyses requested by EPA. The results of the analyses will be used by EPA to determine laboratory accuracy.



## **12.0 CORRECTIVE ACTION**

### ***Canal Creek Area, APG-EA, Maryland***

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Corrective action will be initiated through the development and implementation of routine internal quality control checks. Specific limits beyond which corrective action is required will be established for each system. Corrective action requirements will be implemented in response to deficiencies encountered during system audits.

To enhance the timeliness of corrective action and thereby reduce the generation of unacceptable measurement data, problems identified by assessment procedures will be resolved at the lowest possible management level. Problems that cannot be resolved at this level will be reported to the QA Manager for resolution. The QA Manager will determine at which management level the problem can best be resolved, and will notify the appropriate manager. Weekly progress reports will detail all problems and subsequent resolutions.

Steps comprising a closed-loop corrective action system include:

- Defining the problem;
- Assigning responsibility for problem investigation;
- Investigating and determining the cause of the problem;
- Assigning responsibility for problem resolution; and
- Verifying that the resolution has corrected the problem.

Documentation on the corrective action requirements, the assignment of responsibility for corrective action, due dates for completion of corrective action, and validation of completion will be maintained. Such documentation will be reviewed during system audits. Figure 12-1 is a proposed report form for use by all project staff to document the resolution of all corrective actions.



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**Figure 12-1. Corrective Action Report Form**

Date of Problem: \_\_\_\_\_ Originator: \_\_\_\_\_

Description of Problem and Effect on System: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Persons Notified:

Date:

Title:

Description of "Corrective Action": \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Prepared By: \_\_\_\_\_  
Signature Date

Field Operations Manager Review: \_\_\_\_\_  
Signature Date

Project Manager Review: \_\_\_\_\_  
Signature Date

QA Manager Review: \_\_\_\_\_  
Signature Date



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**12.1 LINE OF COMMUNICATION FOR CORRECTIVE ACTION**

If a visitor to the site, including USEPA and State of Maryland oversight personnel, observes a health and safety or quality assurance problem at the site, or a deviation from the work plan, then the visitor should express their concern to the JEG Field Operations Leader or Task Manager. The JEG personnel will either agree with the visitor, correct the perceived problem or deviation, and continue working, or will disagree with the visitor and continue working. The visitor's comments will be documented in the appropriate field logbook. If the visitor's comment is not acted upon by the JEG Field Operations Leader or Task Manager, then the visitor may communicate with the facility environmental coordinator, who may decide to contact the APG Project Officer. It should be noted that the JEG Field Operations Leader and Task Manager will comply with directions given by the APG Project Officer but not necessarily with visitors to the site or regulatory oversight personnel.





### 13.0 QUALITY CONTROL REPORTS

### *Canal Creek Area, APG-EA, Maryland*

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The following documents and deliverables will be submitted to EMO in support of the project work performed at APG.

- Pre-certification and certification data packages;
- Audit reports;
- Weekly QA/QC reports during field activities;
- IRDMIS submissions;
- Monthly status reports of QC activities;
- QC charts (during periods of analytical analyses);
- Logbooks;
- QA section of the project final report; and
- Project final report.

EMO will be responsible for the final storage and security of all data files at a location on APG.

If changes are to be made to this QAPP prior to the close of the project, the proposed changes will be submitted to EMO.



## **APPENDIX A. STANDARD OPERATING PROCEDURES**

SOPs included in companion document (included as separate document) were compiled from SOPs produced by U.S. Army Corps of Engineers Waterways Experiment Station and have undergone a first review by USEPA. Additional SOPs under development are also included.

**APPENDIX B. JEG PERSONNEL QUALIFICATIONS**

**(To be added when task is initiated)**

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**APPENDIX C. METHODOLOGIES**

**TO BE INCLUDED WHEN A LABORATORY IS SELECTED**



**APPENDIX D. LABORATORY STATEMENT OF QUALIFICATIONS AND QA PROGRAM**

**TO BE INCLUDED WHEN A LABORATORY IS SELECTED**